

AGENDA

CITY OF HENDERSONVILLE CITY COUNCIL – REGULAR MEETING

[ELECTRONIC]

JUNE 4, 2020 – 5:45 P.M.

ASSEMBLY ROOM - OPERATIONS CENTER

305 WILLIAMS ST.

HENDERSONVILLE NC 28792

Additions: Item 5G & 11A

1. **Call to Order**
2. **Invocation and Pledge of Allegiance to the Flag**
3. **Public Comment Time:** *Up to 15 minutes is reserved for comments from the public for items not listed on the agenda*
4. **Consideration of Agenda**
5. **Consideration of Consent Agenda:** *These items are considered routine, noncontroversial in nature and are considered and approved by a single motion and vote.*
 - A. **Consideration of Minutes:**
 - i. May 7, 2020 Regular Meeting
 - ii. May 8, 2020 Budget Special Meeting
 - iii. May 18, 2020 Special Meeting
 - B. **Consideration of Vehicle and Equipment Installment Financing**
 - C. **Consideration of Amendment 4 of the French Broad River Intake Project Engineering Agreement**
 - D. **Consideration of a One-Time Compensatory Time Waiver**
 - E. **Consideration of a Special Event Permit for the Hendersonville Farmer's Market**
 - F. **Consideration of Budget Amendments**
 - Addition** G. **Consideration of Documents to Apply for FEMA Assistance and Reimbursement**
6. **Administration of the Oath of Office of City Clerk**
Presenter: City Manager John Connet and Mayor Barbara Volk

7. **Public Hearing - Consideration of the Adoption of the Budget Ordinance Making Appropriations for Certain Expenses, Capital Improvements and Indebtedness of the City Of Hendersonville, North Carolina, for the Fiscal Year Beginning July 1, 2020 and Ending June 30, 2021 for Fiscal Year 2020-21**
Presenter: City Manager John Connet
 8. **Public Hearing – Consideration of an Order to Close a Portion of an Unopened and Unimproved Alley between Williams Street and Harris Street**
Presenter: Development Assistance Director Susan Frady
 9. **Public Hearing – Consideration of an Order to Close a Portion of an Unopened and Unimproved Right-of-Way for Roberson Avenue**
Presenter: Development Assistance Director Susan Frady
 10. **Public Hearing – Consideration of an Order to Close a Portion of an Unopened and Unimproved Right-of-Way for Sixth Avenue East**
Presenter: Development Assistance Director Susan Frady
 11. **Consideration of the Purchase of Holbert Property**
Presenter: City Attorney Sam Fritschner and City Engineer Brent Detwiler
- ADDITION:**
- 11A . **Consideration of the Purchase of Kelly-Orr Property**
Presenter: City Attorney Sam Fritschner and City Engineer Brent Detwiler
 12. **Consideration of the Purchase of the Jackson Property**
Presenter: City Manager John Connet
 13. **Consideration of a Request of the Chamber of Commerce**
Presenter: Chamber President Bob Williford
 14. **Consideration of Adoption of a Bond Order Authorizing the Issuance of a Short-Term Interim Financing Contract with Home Trust Bank for the new Police Headquarters**
Presenter: Budget Analyst Adam Murr
 15. **Reports/Comments by Mayor and City Council Members**
 16. **Staff Reports**
 - a. **Scheduling of Special Meeting to Adopt the Annual Budget Ordinance and a Closed Session for Personnel Matters**
 17. **Appointments to Board/Commissions**
Presenter: City Manager John Connet
 18. **New Business**
 19. **Closed Session as Provided under NCGS §143-318.11(a)(5) and (6)**
 20. **Adjourn**

MINUTES
May 7, 2020
REGULAR MEETING OF THE CITY COUNCIL [ELECTRONIC]
ASSEMBLY ROOM – OPERATIONS CENTER
5:45 p.m.

Present: Mayor Barbara G. Volk and Council Members: Jeff Miller, Jennifer Hensley

Participating Electronically: Mayor Pro Tem Smith, Council Member Lyndsey Simpson

Staff Present: City Manager John F. Connet, City Attorney Sam Fritschner, City Clerk Tammie Drake, Development Assistance Director Susan Frady, Planner Tyler Morrow, Communications Manager Allison Nock, Assistant Manager Brian Pahle

This meeting was held electronically to comply with the stay-at-home restrictions in place to avoid the spread of COVID-19. Public comments for the scheduled public hearings were received electronically beforehand. Roll call votes were taken to meet all requirements.

1. Call to Order: Mayor Volk called the regular meeting to order at 5:45 p.m. and welcomed those in attendance. A quorum was established with three members in attendance physically and two participating electronically.

2. Invocation and Pledge of Allegiance to the Flag: There was a moment of silence for prayer followed by the Pledge of Allegiance to the Flag.

3. Public Comment Time: *Up to 15 minutes is reserved for comments from the public for items not listed on the agenda. The following comments were provided by electronic means.*

Mayor Volk read comments from:

Mary Delafuenta, commented on the City's policy for deposits on utility accounts.

Ken Fitch, 1046 Patton Street, commented on public involvement for zoning and development projects, the public's access to the process, etc.

4. Consideration of Agenda:

Addition to Regular Agenda:

11a. Consideration of Authorization to Initiate Eminent Domain Action for the Acquisition of a Sewer Line Easement Associated with the Halfway Tree Mobile Home Park

Council Member Miller moved approval of the agenda as amended. A unanimous [roll call] vote of the Council followed. Motion carried.

5. Consideration of Consent Agenda: *Consent agenda items are considered routine, non-controversial in nature and are considered and disposed of through a singular motion and vote.*

A. Consideration of Minutes:

April 2, 2020 Regular Meeting
April 22, 2020 Workshop

B. Consideration of Utility Extension Agreement - Cantrell Hills and Townes at Stonecrest Development: City Engineer Brent Detwiler reported The Cantrell Hills and Townes at Stonecrest Development located off Clear Creek Road proposes to extend the City's water distribution and sanitary sewer collection systems to serve a proposed development. He provided a Utility Extension Agreement (UEA) outlining the process and assigns responsibilities to the developer and the City.

Because gravity sanitary sewer is not available, Mr. Detwiler stated as part of this UEA, the developer agrees to compensate the City the current estimated value of a sanitary sewer pumping station which will be constructed in accordance with City standards to serve the proposed development. In return the City will expedite the installation of the Clear Creek Interceptor Replacement Project, identified in the City's Capital Improvement Plan (CIP), which will allow the proposed development to be served with gravity sanitary sewer.

C. Consideration of Engagement Letter from Greene, Finney LLP and Contract to Audit the City's Financial Statements for Fiscal Year Ending June 30, 2020:

As required by the North Carolina General Statutes Paragraph 159-34, Finance Director John Buchanan provided an Engagement Letter from Greene, Finney LLP, and the contract to audit the City of Hendersonville's financial statements for the fiscal year ending June 30, 2020. He also provided a letter of required communications from the auditor to City Council.

D. Ratification of COVID-19 Positive Test: Human Resources Director Jennifer Harrell reported the Center for Disease Control advises if an employee is confirmed to have COVID-19, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). Under the ADA, employers are required to maintain the confidentiality of any medical information they receive, including the name of the affected employee. She presented a policy for employees testing positive for COVID-19 and for employees that have had close contact with an employee diagnosed with COVID-19.

COVID-19 POSITIVE TEST

In the event an employee tests positive for Covid-19, the following protocol shall be followed.

The City of Hendersonville has a general duty to provide a safe workplace. The CDC advises that if an employee is confirmed to have COVID-19, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). Under the ADA, employers are required to maintain the confidentiality of any medical information they receive, including the name of the affected employee.

- Any employee who tests positive with COVID-19 may return to work under the following conditions:
 - At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and
 - Improvement in respiratory symptoms (e.g., cough, shortness of breath); and,
 - At least 7 days have passed since symptoms first appeared.
 - OR, you received two negative tests in a row, 24 hours apart.

An employee who test positive for COVID-19 may use up to 80 hours of Emergency Paid Sick Leave, after which he/she will need to use their accrued leave.

- Any employee who has had close contact with the COVID-19 diagnosed employee should follow the guidelines below.
 - Watch for symptoms such as fever, cough, and shortness of breath.
 - If mild symptoms develop, remain at home at least 7 days since symptoms started and at least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications.
 - If moderate or severe symptoms develop that require medical attention, contact a health provider informing them of close contact with a known case of COVID-19.

Approved by: /s/John F. Connet, City Manager

This policy may be modified by the City Manager as needed and ratified by the City Council at their next meeting.

E. Ratification of Emergency Family Medical Leave Act (FMLA) Policy: Human Resources Director Jennifer Harrell reported staff has reevaluated the current Emergency Family and Medical Leave Expansion Act Policy to update the definition of who is a childcare provider based upon recommendations from the U.S. Department of Labor. She explained the Act states a childcare provider is defined as one who provides childcare services on a regular basis and receives compensation for those services. It excludes the situation where a family member has been providing childcare and is no longer available. She stated the US Department of Labor definition of childcare includes individuals paid to provide childcare, like nannies, au pairs, and babysitters. It also includes individuals who provide childcare at no cost and without a license on a regular basis, for example, grandparents, aunts, uncles, or neighbors.

EMERGENCY PAID SICK LEAVE

The City of Hendersonville is taking proactive steps to protect the workplace in the event of an infectious disease outbreak. It is the City's goal during any such time period to strive to operate effectively and ensure that all essential services are continuously provided and that employees are safe within the workplace.

The City of Hendersonville is committed to providing authoritative information about the nature and spread of infectious diseases, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak.

Per new federal legislation the City of Hendersonville will provide eligible employees with emergency paid sick leave under certain conditions.

The City of Hendersonville provides eligible employees with emergency paid sick leave under certain conditions.

Eligibility

All employees are eligible for emergency paid sick leave.

Reason for Leave

You may take emergency paid sick leave if you are unable to work (or telework) because:

1. You are subject to a federal, state, or local quarantine or isolation order related to COVID-19;
2. You have been advised by a health care provider to self-quarantine because of COVID-19;
3. You are experiencing symptoms of COVID-19 and are seeking a medical diagnosis;
4. You are caring for someone subject to a federal, state or local quarantine or isolation order related to COVID-19 or who has been advised by their healthcare professional to self-quarantine for COVID-19 related reasons;
5. You are caring for a child whose school or place of care is closed, or whose childcare provider is unavailable, due to COVID-19 precautions; or
6. You are experiencing substantially similar conditions as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Duration/Compensation

Employees are entitled to:

- Full-time employees: 80 hours of pay at their regular pay rate. However, when caring for a family member (for reasons 4, 5, and 6 above), sick leave is paid at two-thirds the employee's regular rate.
- Part-time employees: Pay for the number of hours the employee works, on average, over a two-week period.

Paid leave under this policy is limited to \$511 per day (\$5,110 in total) where leave is taken for reasons 1, 2, and 3 described above (generally, an employee's own illness or quarantine); and no less than two-thirds the employee's regular rate where leave is taken for reasons 4, 5, or 6 (care for others or school closures); for reasons 4,5 and 6 the new Act

limits this pay entitlement to \$200 per day (\$2,000 in total). Employees may use accrued leave to make up the missing one third pay.

Leave Rules

You may elect to use emergency paid sick leave before using any accrued paid leave. No leave provided by the City before April 1, 2020 may be credited against your leave entitlement. In addition, emergency paid sick leave cannot be carried over after December 31, 2020.

Requesting Leave

If you need to take emergency paid sick leave, provide notice as soon as possible. The employee is to submit the Employee Request for Emergency Paid Sick Leave form to their department head. The department head shall send this form to Human Resources immediately for review and processing. All other normal call-in procedures apply to all absences from work.

Retaliation

The City of Hendersonville will not retaliate against employees who request or take leave in accordance with this policy.

Expiration

This policy expires on December 31, 2020.

Approved by: /s/John F. Connet, City Manager

This policy may be modified by the City Manager as needed and ratified by the City Council at their next available meeting.

F. Ratification of Temporary Leave and School Closure Policy: Human Resources Director Jennifer Harrell reported Staff has reevaluated the current Temporary Leave and School Closure Policy. The update reflects removing the statements advancing sick leave and adding the portion that the City will allow employees to use up to 80 hours of City Administrative Sick Leave. This will ensure employees are not required to pay back leave and they aren't required to use all of their accrued leave prior to the availability of leave.

TEMPORARY LEAVE AND SCHOOL CLOSURE POLICY

The City of Hendersonville is taking proactive steps to protect the workplace in the event of an infectious disease outbreak. It is the City's goal during any such time period to strive to operate effectively and ensure that all essential services are continuously provided and that employees are safe within the workplace.

Temporary Leave Policies

a. During this State of Emergency related to this infectious disease, all leave policies will be relaxed to allow employees to use any form of accrued leave to self-isolate or self-quarantine, if you are unable to telework for the following reasons: you are subject to a federal, state or local quarantine or isolation order related to COVID-19; you have been advised by a health care provider to self-quarantine because of COVID-19; you are experiencing symptoms of COVID-19 and are seeking a medical diagnosis.

b. Employees who have pending transferred sick leave will be awarded those transfers immediately.

c. During the pandemic State of Emergency, full time employees will be allowed up to 80 hours of City Administrative Sick Leave related to COVID-19. Part-time employees will be paid for the number of hours the employee works, on average, over a two-week period. This is in addition to the hours given in the Emergency Paid Sick Leave Act which has further guidance. Any employee using City Administrative Sick Leave or Emergency Paid Sick Leave must contact Human Resources.

~~Employees who have exhausted all forms of leave may be advanced up to 14 days of sick leave. Employees must contact Human Resources prior to exhausting all leave to begin the advanced sick leave process. Advanced sick leave must be repaid with future sick leave accrual. If an employee's employment is terminated prior to satisfying the advanced sick accrual, a deduction shall be made from the employee's final check to the extent allowed by law to cover the value remaining that was advanced to the employee or the employee shall make a cash payment to the City for the balance remaining.~~

d. The Temporary Telecommuting Arrangement Policy will be in place during this time frame to allow the City Manager in conjunction with Department Heads to make decisions about telework to allow for continuity of operations.

e. If telecommuting is not conducive for continuity of operations, staff rotation and shift adjustments may become necessary.

f. No overtime will be allowed for work completed off-site due to this protocol.

School/Daycare Closings

If an employee is unable to arrange childcare services while their child's school is closed due to the current state of emergency, the following applies:

a. For the safety of all children and employees, children should not be brought to work. Any employee who can work from home during this period is encouraged to do so.

b. During this state of emergency related to this infectious disease, all leave policies will be relaxed to allow employees to use any form of accrued leave to take care of their children.

Approved by: /s/John F. Connet, City Manager

This policy may be modified by the City Manager as needed and ratified by the City Council at their next available meeting.

G. Consideration of Reclassification of Human Resources Analyst Pay Grade: Human Resources Director Jennifer Harrell explained after reviewing the Human Resource Analyst position, she requested the pay grade be reclassified from pay grade 13 to pay grade 15. She provided the job description that is on file in the Human Resources Office.

H. Consideration of Agreement with YMCA to Manage Patton Pool: Public Works Director Tom Wooten reported the YMCA of Western Carolina has requested to enter into another five-year agreement to operate Patton Pool and utilize the ball fields and pavilions at Patton Park for their day camp and youth programs. He requested approval of the agreement. *[The agreement is available in the office of the Public Works Director.]*

I. Consideration of Proposed Greenway Map: City Engineer Brent Detwiler reported during the development and implementation of the recently adopted Subdivision Ordinance, Chad Meadows of CodeWright Planners strongly suggested the City adopt a greenway network map to help staff during the review of subdivision plans. The map would serve to inform staff and developers where greenways may be required during the

subdivision process. In addition, having a proposed greenway network better defined in an adopted map will be useful as staff applies for future greenway/trail grants.

Mr. Detwiler provided an interactive greenway network map with data gathered from the Henderson County Greenway Master Plan and combined it with potential greenway extensions along area streams and existing sewer lines. He noted staff will work to develop a greenway master plan and combine it with much-needed revisions to the 2007 Pedestrian Plan. The greenway map will be further refined during this planning process. He requested approval of the proposed Greenway Network Map.

J. Consideration of the Certificate of Sufficiency for the Annexation of Ivy Terrace: Senior Planner Daniel Heyman presented a petition from Charles S. Campbell, Jr., Marianne Ewbank Campbell, Joseph Boothroyd Ewbank and Linda C. Ewbank for a contiguous annexation of PINs 9568-18-5388, 9568-17-5727, 9568-18-8043, 9568-18-8429 and 9568-18-9677 located at the corner of Fifth Avenue West and Westbrook Street which is approximately 15.591 acres. He provided the Clerk's Certificate of Sufficiency finding the petition is valid. He stated 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 for June 4, 2020 Council meeting.

K. Consideration of a Resolution to Adopt the South Mountains Regional Hazard Mitigation Plan: Mr. Connet explained in order to be eligible for Federal Emergency Management Administration (FEMA) funding the City must have a recently adopted hazard mitigation plan. He presented a plan that was developed in partnership with Henderson, Polk, Rutherford and Transylvania Counties and the municipalities in each county. He recommended adoption of the resolution.

Resolution #20-0534

RESOLUTION TO ADOPT THE SOUTH MOUNTAINS REGIONAL HAZARD MITIGATION PLAN

WHEREAS, City of Hendersonville is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and
 WHEREAS, the City of Hendersonville desires to seek ways to mitigate situations that may aggravate such circumstances; and
 WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and
 WHEREAS, it is the intent of the Hendersonville City Council to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and
 WHEREAS, it is also the intent of the Hendersonville City Council to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the City of Hendersonville; and
 WHEREAS, City of Hendersonville, in coordination with Henderson, Polk, Rutherford and Transylvania Counties and the participating municipalities within those Counties has prepared a multi-jurisdictional hazard mitigation plan with input from the appropriate local and state officials;
 WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency are reviewing the South Mountains Regional Hazard Mitigation Plan for legislative compliance and will approve the plan pending the completion of local adoption procedures;
 NOW, THEREFORE, BE IT RESOLVED that the City Council of Hendersonville, North Carolina hereby:

1. Adopts the South Mountains Regional Hazard Mitigation Plan; and
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

Adopted on May 7, 2020.

/s/Barbara G. Volk, Mayor

Attest: /s/Tammie K. Drake, City Clerk

L. Consideration of Sale of Personal Property: City Manager John Connet reported North Carolina General Statute 160A-266(b) allows us to sell personal property owned by the City valued at less than \$30,000 at a fair market negotiated price. City Clerk Tammie Drake has requested permission to buy her City-issued cell phone from the City. The finance department researched similar devices and found the average sale price is \$140. He recommended selling the Samsung Galaxy S8 to Tammie Drake for \$140.

M. Consideration of Grey Mill Loan Deferral Request: City Manager John Connet reported staff received a request from Ken Reiter and Matt Springer regarding deferring the City's portion of the Grey Hosiery Mill loan payments for short period of time. He reported unit leasing was going very well until the "Stay at Home Order" was issued by the governor. Under the \$500,000 Loan, Grey Mill Ventures will defer the \$100,000 payment that is due June 30 until no later than December 31, 2020. Under the \$200,000 loan, Grey Mill Ventures will pay the January through March interest payments. Grey Mill Ventures will defer interest payments without penalty or accrued interest until October 1.

N. Consideration of Revisions to the Utility Billing Policy and Procedures: Finance Director John Buchanan submitted revisions to the Utility Billing Policy and Procedures, Section A (3), Customer Deposits under the Utility Billing Policy document.

Customer Deposit. The purpose of a customer deposit is to try to ensure that all utility charges are collected. All new residential and non-residential customers are required to pay a deposit on the most recently approved rate tier. The customer's Utility Credit Worthiness and type of service may determine the deposit tier. Upon termination of an account, the deposit may be applied to any outstanding balance. Any remaining deposit greater than \$5.00, after applying to the outstanding balance, may be refunded. As part of the application process, the Customer Service Department may determine if you may be required to pay a deposit on your account based on your credit rating. With

a good credit rating, this deposit fee may be waived. The amount of the deposit shall be set from time to time by the City Council (Rate & Fee Schedule).

- i. Any current residential or non-residential customer that does not have a deposit with the City of Hendersonville whose service is involuntarily terminated for nonpayment, tampering, delinquencies, returned payments, or other reasons more than twice in any 12-month period, may be required to pay a deposit in the amount described above.
- ii. Any customer requesting utility service who has previously had an unpaid balance to the City may be required to satisfy any outstanding balance, plus establish a utility deposit. The City may require a signed service application in order to establish the required deposit.
- iii. The City has the right to apply the customer deposit to any unpaid utility charges after an account is more than 60 days past due. If all or any portion of a customer deposit is applied to past due charges, and the customer continues to receive utility services, the City may require the customer to replenish the deposit amount that may be added to the bill upon approval and subject to disconnection for nonpayment.
- iv. Any customer that elects not to disclose their social security number will be considered a "high-risk," due to our inability to complete the credit check. Deposits will be calculated in the high-risk tier and calculated at (2) two times the deposit amount.
- v. Any customer with the City of Hendersonville that has a returned payment for any reason other than City error may be required to have a utility deposit established on their account within 30 days. The City may require a signed service application in order to establish the required deposit.
- vi. Any residential applicant(s) that are financially responsible for an established or previous account within the last 24 months and has (2) two years or more of documented payment history may have the deposit waived on a new residential account. This does not apply to non-residential customers such as rental property, commercial or industrial accounts.
- vii. Good credit is defined as no delinquencies, return checks, fraudulent credit/debit card transactions, tampering, and no involuntary disconnections in the past 12 months' during a continuous service period. The residential applicant(s) applying for new service must have been a primary or secondary financial responsible applicant.
- viii. Customers that have credit freezes hold or other account blocks that will prevent the City to access your utility credit check will allow 24 hours to release the blocks. If after 24 hours, the City is unable to receive the Utility check report, the "high-risk tier" will be required for deposit on the utility account. The City will not allow multiple credit checks or withdrawing of applicants once the initial credit check has been processed or the deposit has been established.
- ix. When one or more applicants apply for a utility account, the City will process the Utility credit check with both applicants. The deposit will be calculated on the "higher risk tier" for either applicant. The City will not allow multiple credit checks or withdrawing of applicants once the initial credit check has been processed or the deposit has been established.
- x. Non-residential accounts that apply for service with a Federal Tax Identification number will be subject to a minimum deposit in the amount most recently approved in the Utility Fee Schedule. If the applicant wishes to establish an account with an individual social security number, the City will process a Utility credit check and the applicant will be financially responsible for the utility account.

O. Consideration of Special Appropriations Full Funding List: (moved as item 8a).

Mayor Pro Tem Smith requested item O be moved to the regular agenda for discussion. This was added as Item 8a. **Council Member Miller moved the City Council to resolve to approve the remaining items listed on the consent agenda as amended. A unanimous [role call] vote of the Council followed. Motion carried.**

6. Public Hearing - Consideration of an Application from Jeff Justus to Rezone the Property Identified as PIN 9578-51-0342 located at 1601 Old Spartanburg Road from R-15 Medium Density Residential, C-3 Highway Business and C-3SU Highway Business Special Use to C-3 Highway Business: Mr. Tyler Morrow presented the application of Mr. Jeff Justus to rezone the property identified as parcel number 9578-51-0342, from R-15 Medium Density Residential, C-3 Highway Business and C-3 SU Highway Business Special Use to C-3 Highway Business. The total subject area is approximately 4.17 acres.

Mr. Morrow reviewed the existing land use and zoning. He stated the subject property currently contains several structures. On July 8, 1999, City Council rezoned a section of this parcel to C-3 SU for the purpose of allowing the owner to operate an antique retail store from the existing residential structure at 1607 Old Spartanburg Road.

Mr. Morrow stated parcels to the north are zoned R-15 Medium Density Residential. Parcels to the north east are zoned C-4 neighborhood commercial and contain Fitclub Inc. The parcels to the east are zoned R-15 and Community Commercial by Henderson County. Parcels to the south are zoned C-3, Community Commercial, and PRD Planned Residential Development and contain commercial uses and Hillside Commons. Parcels to the south west are zoned C-3 and I-1 industrial and contain Southern Concrete Material and Selee Corporation. Parcels to the west are zone C-3 and I-1. Parcels to the North West are zoned C-3 SU, Highway Business Special Use.

Mr. Morrow reported the proposed zoning classification is C-3 Highway Business zoning district which is designed primarily to encourage the development of recognizable, attractive groupings of facilities to serve persons traveling by automobile and residents.

In an analysis of the request, Mr. Morrow reviewed the dimensional requirements for the zoning district classifications as well as the uses permitted by right provided that they meet all requirements of the ordinance.

Comprehensive Plan Consistency: Mr. Morrow stated according to N.C.G.S.160A-383, zoning map amendments shall be made in accordance with a comprehensive plan. The 2030 Comprehensive Plan's Future Land Use Map designates the subject area as Neighborhood activity center and Natural Resource/Agricultural. H reviewed the purpose of the category.

Floodplain Designation: Mr. Morrow stated a portion of this property is located within the 100- year floodplain. He stated historically, some areas of the City’s planning jurisdiction were developed despite the fact that they lie within the 100-year floodplain. In order to address concerns about urban blight, this section allows redevelopment to occur on existing developed sites which no longer function as natural flood plain and when such redevelopment will not result in any further loss of floodplain functionality. Where feasible, redevelopment proposals should demonstrate an improvement in the site’s functionality in the floodplain. Requirements for redevelopment are outlined in the ordinance and must be complied with prior to issuance of a zoning compliance permit.

Planning Board Recommendation: The Planning Board voted unanimously to recommend City Council approve the rezoning request.

Zoning Ordinance Guidelines: Mr. Morrow reviewed the factors contained in Section 11-4 of the City’s Zoning Ordinance that must be considered prior to adopting or disapproving an amendment to the City’s Official Zoning Map.

Mayor Volk opened the public hearing at 6:07 p.m. in accordance with NCGS by notice published in the Times News. The following addressed the Council:

Jeff Justus, 303 S. Church Street, Hendersonville, voiced support of the rezoning to redevelop the properties. Utilities are immediately available to the property and he plans to request annexation of the property. He believes the tax value will increase to \$6-\$8 million.

There was no public comment submitted. The public hearing was closed at 6:10 p.m. *In compliance with the newly adopted legislation by the General Assembly as it relates to remote meetings during a Governor or General Assembly imposed state of emergency, as well as the notice published, the City Council will accept public input from the advertised date until 24 hours after the hearing.*

Council Member Hensley moved the City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of parcel number 9578-51-0342, from R-15 Medium Density Residential, C-3 Highway Business and C-3 SU Highway Business Special Use to C-3, Highway Business, finding that the rezoning is consistent with the Comprehensive Plan’s Future Land Use map and that the rezoning is reasonable and in the public interest for the reasons stated in the proposal. A unanimous [roll call] vote of the Council followed. Motion carried.

Ordinance #20-0535

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HENDERSONVILLE

IN RE: FILE NO. P20-15-Z; Jeff Justus, Applicant

Be it ordained by the City Council of the City of Hendersonville:

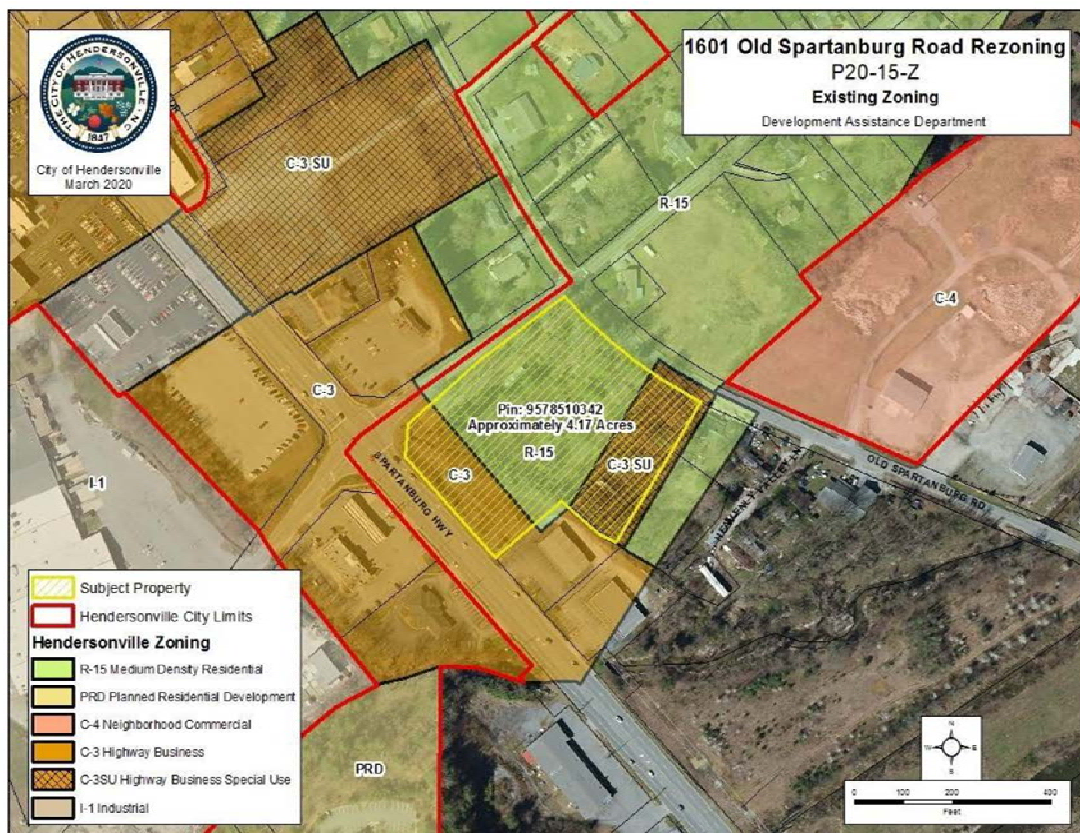
1. Pursuant to Article XI Amendments of the Zoning Ordinance of the City of Hendersonville, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of parcel number 9578-51-0342, from R-15 Medium Density Residential, C-3 Highway Business and C-3 SU Highway Business Special Use to C-3, Highway Business.
2. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted this seventh day of May 2020.

/s/Barbara G. Volk, Mayor

Attest: /s/Tammie K. Drake, City Clerk

Approved as to form: /s/Samuel H. Fritschner, City Attorney



7. Public Hearing to Accept Public Input Regarding the Proposed Installment Financing Contracts in a Principal Amount not to exceed \$11,500,000 and Deeds of Trust Pursuant to Section 160A-20 of the North Carolina General Statutes for the Purpose of Providing Funds to pay the Capital Costs of the Construction and Equipping of a new Police Headquarters to be Located within the Block Bounded by Ashe Street, E. Pace Street, Beech Street, and Jonas Street within the City: Assistant Manager Brian Pahle explained this hearing is one of final steps in approving the Police headquarters project. He stated this hearing is for the financing for an interim loan to begin the construction on the project until the USDA funds are awarded. He explained the USDA funds will come at the end of construction. The final hearing for the USDA funds will be the following week and expects final approval in June.

Mayor Volk opened the public hearing at 6:12 p.m. in accordance with NCGS by notice published in the Times News. No one expressed a desire to speak. No comments were received. The public hearing was closed. *In compliance with the newly adopted legislation by the General Assembly as it relates to remote meetings during a Governor or General Assembly imposed state of emergency, the City Council will accept public input from the advertised date until 24 hours after the hearing.*

Mayor Pro Tem Smith moved Council to adopt a resolution directing the application to the Local Government Commission for approval of an Installment financing contract and certain related matters. A unanimous [roll call] vote of the Council followed. Motion carried.

RESOLUTION #20-0536

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA,
AUTHORIZING THE NEGOTIATION OF AN INSTALLMENT FINANCING CONTRACT AND PROVIDING FOR CERTAIN OTHER
RELATED MATTERS THERETO**

WHEREAS, the City of Hendersonville, North Carolina (the "City") is a municipal corporation existing as such under and by virtue of the Constitution, statutes and laws of the State of North Carolina (the "State");

WHEREAS, the City has the power, pursuant to the General Statutes of North Carolina to (1) purchase real and personal property, (2) enter into installment purchase contracts in order to finance the purchase of real and personal property used, or to be used, for public purposes, and (3) grant a security interest in some or all of the property purchased to secure repayment of the purchase price;

WHEREAS, the City Council of the City (the "City Council") hereby determines that it is in the best interest of the City to (a) enter into a short-term installment financing contract (the "Interim Contract") with a financial institution to be determined (the "Bank") in order to obtain sufficient funds to construct a new police headquarters (the "Project") and (b) to enter into a deed of trust and security agreement (the "Interim Deed of Trust") related to the City's fee simple interest in the real property on which the Project will be located (the "Site") that will provide security for the City's obligations under the Interim Contract;

WHEREAS, the City expects to discharge this Interim Contract upon completion of the construction of the Project, at which time the City will enter into an installment financing contract (the "USDA Contract," and together with the Interim Contract, the "Contracts") with the United States Department of Agriculture, Rural Development for long-term financing of the Project and execute and deliver a deed of trust and security agreement (the "USDA Deed of Trust," and together with the Interim Deed of Trust, the "Deeds of Trust") securing the City's obligations under the USDA Contract;

WHEREAS, the City hereby determines that the acquisition of the Project is essential to the City's proper, efficient and economic operation and to the general health and welfare of its inhabitants; that the Project will provide an essential use and will permit the City to carry out public functions that it is authorized by law to perform; and that entering into the Contracts and Deeds of Trust is necessary and expedient for the City by virtue of the findings presented herein;

WHEREAS, the City hereby determines that the Contracts allow the City to purchase the Project and take title thereto at a favorable interest rate currently available in the financial marketplace and upon terms advantageous to the City;

WHEREAS, the City hereby determines that the estimated cost of financing the acquisition of the Project is an amount not to exceed \$11,500,000 and that such cost of the acquisition of the Project exceeds the amount that can be prudently raised from currently available appropriations, unappropriated fund balances and non-voted bonds that could be issued by the City in the current fiscal year pursuant to Article V, Section 4 of the Constitution of the State;

WHEREAS, although the cost of financing the acquisition of the Project pursuant to the Contracts is expected to exceed the cost of financing the acquisition of the Project pursuant to a bond financing for the same undertaking, the City hereby determines that the cost of financing the Project pursuant to the Contracts and Deeds of Trust and the obligations of the City thereunder are preferable to a general obligation bond financing or revenue bond financing for several reasons, including but not limited to the following: (1) the cost of a special election necessary to approve a general obligation bond financing, as required by the laws of the State, would result in the expenditure of significant funds; (2) the time required for a general obligation bond election would cause an unnecessary delay which would thereby decrease the financial benefits of acquiring the Project; and (3) no revenues are produced by the Project so as to permit a revenue bond financing;

WHEREAS, the City has determined and hereby determines that the estimated cost of financing the Project pursuant to the Contracts reasonably compares with an estimate of similar costs under a bond financing for the same undertaking as a result of the findings delineated in the above preambles;

WHEREAS, the City anticipates a future property tax increase to pay installment payments falling due under the Contracts and that such increase in taxes necessary to meet the sums to fall due under the Contracts will not be excessive;

WHEREAS, no deficiency judgment may be rendered against the City in any action for its breach of the Contracts, and the taxing power of the City is not and may not be pledged in any way directly or indirectly or contingently to secure any moneys due under the Contracts;

WHEREAS, the City is not in default under any of its debt service obligations;

WHEREAS, the City's budget process and Annual Budget Ordinance are in compliance with the Local Government Budget and Fiscal Control Act, and external auditors have determined that the City has conformed with generally accepted accounting principles as applied to governmental units in preparing its Annual Budget ordinance;

WHEREAS, past audit reports of the City indicate that its debt management and contract obligation payment policies have been carried out in strict compliance with the law, and the City has not been censured by the North Carolina Local Government Commission (the "LGC"), external auditors or any other regulatory agencies in connection with such debt management and contract obligation payment policies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA, AS FOLLOWS:

Section 1. *Authorization to Negotiate the Contracts.* That the City Manager and the Finance Officer, with advice from the City Attorney and Special Counsel, are hereby authorized and directed to proceed and negotiate on behalf of the City for the financing of the Project for a principal amount not to exceed \$11,500,000 under the Contracts to be entered into in accordance with the provisions of Section 160A-20 of the General Statutes of North Carolina and to provide in connection with the Interim Contract, as security for the City's obligations thereunder, the Interim Deed of Trust conveying a lien and interest in the Site, including the improvements thereon, as may be required by the entity, or its assigns, providing the funds to the City under the Interim Contract.

Section 2. *Application to LGC.* That the Finance Officer or his designee is hereby directed to file with the LGC an application for its approval of the Contracts and all relevant transactions contemplated thereby on a form prescribed by the LGC and to state in such application such facts and to attach thereto such exhibits regarding the City and its financial condition as may be required by the LGC.

Section 3. *Direction to Retain Financing Team.* That the City Manager and the Finance Officer, with advice from the City Attorney, have retained the assistance of Parker Poe Adams & Bernstein LLP, as special counsel, and First Tryon Advisors, as financial advisor to the City.

Section 4. *Repealer.* That all motions, orders, resolutions and parts thereof in conflict herewith are hereby repealed.

Section 5. *Effective Date.* That this Resolution is effective on the date of its adoption.

PASSED, ADOPTED AND APPROVED this seventh day of May 2020.

/s/Barbara G. Volk, Mayor

Attest: /s/Tammie K. Drake, City Clerk

8. Discussion of Delaying/Continuing City Council Actions Requiring Public Hearings and Options for Public Input:

Mr. Connet addressed the Council stating at the direction of Council, staff has developed options for public input as we hold remote meetings. He stated no advisory board meetings have been held due to concerns surrounding public input.

Mr. Connet reviewed current and potential options:

1. Public Input Software (current, comments submitted prior to meeting)
2. Email/Phone Call (current, comments submitted prior to meeting) and proposed the additional possibilities:
3. Utilizing a conference phone to allow people to call in and ask questions during the meeting. The phone will be managed by staff and individuals waiting will be placed in a queue. The staff can view the number of calls holding and manage the callers. One person can ask questions at a time. The person cannot listen to the meeting while on hold unless they are using another source to listen such as Facebook Live. We would utilize existing phone system.
4. Utilize Zoom and Public Input platforms to allow public to watch the event and ask questions via phone and/or online chat. Staff would monitor the event and manage citizen participation. We would have to purchase Zoom subscription.

Mr. Connet stated the City will continue to provide a location for those who do not have computer, internet access, etc. He stated options 3 and 4 will enhance the way we receive current input and not only during the current situation but may be used in the long term. He stated more options may be available going forward with the emerging market.

The Council discussed the options available. Mayor Pro Tem Smith requested Council delay public hearings with the exception of the budget hearing until July and educate the public on how to participate electronically. Council Member Simpson agreed with Mayor Pro Tem Smith. She expressed appreciation for all the work staff has put into this but commented it has not solved the problem. She agreed public hearings, neighborhood compatibility meetings should be delay until July to get information out to public in a timely fashion. Council Member Hensley did not support delaying public hearings.

There was discussion of the hearings/meetings that would be affected by a delay. Mr. Connet stated the budget hearing, an annexation and street closing orders are scheduled in June. The Council discussed the need for the closing of the streets. Mr. Connet reported another issue is an application before the Historic Preservation Commission (HPC) for renovating a building on Main Street that needs a Certificate of Appropriateness. There was discussion of who has standing in the project. Mrs. Frady stated there will be no Planning Board meeting in May.

The Council also discussed the two neighborhood compatibility meetings for The Cedars and a residential development project for Lakewood, the notification process and advertising requirements.

Mayor Pro Tem Smith moved Council to resolve to delay public hearings until after July 1 excluding the budget hearing, the annexation and the HPC meeting in June. The vote was two in favor (Smith, Simpson) and three opposed (Volk, Miller, Hensley). Motion failed.

Council Member Miller moved Council to resolve to proceed with the public hearing for the budget for Fiscal Year 2020-21, the public hearings for the street closings at the June 4 meeting, an HPC meeting and a Planning Board in June and to delay the annexation hearing until the July meeting as long as option three or four are in place. In discussion, Council Member Simpson commented she is only in favor of moving forward with the meetings if either option three or four are in place. The vote was one opposed (Smith) four in favor (Simpson, Hensley, Miller, Volk). Motion carried. Mr. Connet stated staff will work on the arrangements.

8a. Consideration of Special Appropriations Full Funding List: Mayor Pro Tem Smith commented on the City's commitment to funding the Henderson County Investment Fund for five or six years at \$50,000/year and that commitment has been fulfilled. He stated it should not be included in full funding list. Council Member Miller commented the Partnership would like to continue the Investment Fund and he supported that.

After discussion, **Mayor Pro Tem Smith moved Council to resolve to approve the full funding list except for the Henderson County Economic Investment Fund, pending a presentation at the June meeting and consideration at that time. A unanimous [roll call] vote of the Council followed. Motion carried.**

9. Reports/Comments by Mayor and City Council Members:

MPO Update: Council Member Hensley provided an update on the MPO. She stated the grant opportunity is still available.

Council Member Hensley stated there is streetlight data, etc. for the four counties which shows a 40-% 60% increase in traffic on roads in last six weeks. She will forward the graphics to the Council. No action was required or taken.

10. Staff Reports

a. Investment Report: Mr. Connet provided the investment report on behalf of Finance Director John Buchanan.

As of March 31, 2020 the City's cash and investments consists of the following:

U.S. Treasuries	\$ 606,328.13
Government Agencies:	\$ 7,082,262.50
Municipal & NC:	\$ 1,501,282.50
Commercial Paper	\$ 3,976,568.05
NCCMT(FCB Cash):	\$ 25,385.54
NCCMT Cash	\$ 806,856.73
NCCMT Term	\$ 2,002,620.70
Rev Bond Funds	\$ 5,823,119.57
Central Depository:	\$ 4,448,577.14
Total	\$26,273,000.86

Investment income is expected to be approximately \$300,000 for FY 2020. Rates have fallen drastically in the last couple of months and will negatively affect interest earnings next fiscal year.

b. Report on Vacancies and Up-Coming Appointments to Boards/Commissions: City Clerk Tammie Drake provided a report on board vacancies and upcoming appointments.

c. Proclamation of Respect and Appreciation: Mayor Volk presented a proclamation of Respect and Appreciation to retiring City Clerk Tammie Drake.

11. New Business:

a. Consideration of Authorization of Eminent Domain Proceedings for the Sewer Line to Halfway Tree Mobile Home Park: Mr. Connet reported staff has been working with the proposed purchaser of Halfway Tree Mobile Home Park to obtain the necessary easements for the sewer line. He stated this will impact eight property owners. He stated a final point of negotiation is very close. He stated in essence of time, he requested eminent domain action be authorized to keep the process moving forward.

Council Member Hensley moved Council to authorize the City Attorney to initiate eminent domain action for the acquisition of a sewer line easement associated with the Half-Way Tree Mobile Home Park. A unanimous [roll call] vote of the Council followed. Motion carried.

12. Closed Session as provided under NCGS §143-318.11(a)(6) and (5): At 7:33 p.m., Council Member Miller moved the Council enter closed session as provided under NCGS §143-318.11(a)(6) and (5). A unanimous [roll call] vote of the Council followed. Motion carried.

The Council conducted interviews with two applicants for the position of City Clerk and discussed a potential property exchange. No action was taken upon exit of the closed session.

13. Adjourn. The meeting adjourned at 9:25 p.m. upon unanimous assent of the Council.

MINUTES
May 8, 2020
SPECIAL MEETING OF THE CITY COUNCIL [ELECTRONIC]
ASSEMBLY ROOM – OPERATIONS CENTER
5:45 p.m.

Present: Mayor Barbara G. Volk and Council Members: Jeff Miller, Jennifer Hensley

Participating Electronically: Mayor Pro Tem Smith, Council Member Lyndsey Simpson

Staff Present: City Manager John F. Connet, City Clerk Tammie Drake, Budget and Management Analyst Adam Murr, Communications Manager Allison Nock, Assistant Manager Brian Pahle

The purpose of the special meeting is to receive, review and discuss the proposed budget for fiscal year 2020-2021. Other topics may be discussed.

This meeting was held electronically to comply with the stay-at-home restrictions in place to avoid the spread of COVID-19. Public comments for the scheduled public hearings were received electronically beforehand. Roll call votes were taken to meet all requirements.

1. Call to Order: Mayor Volk called the regular meeting to order at 8:33 a.m. and welcomed those in attendance. A quorum was established with three members in attendance physically and two participating electronically.

Mr. Connet presented staff's recommended budget and reviewed the goals for the meeting: 1) to present budget and 2) gather guidance on tax rate needed to fund Council's priorities.

2. Special Appropriations: Mr. Murr explained the process for special appropriations requests. He stated it is a contract with local organizations to provide services. He asked that as Council consider the requests to remember the purpose of the funds as required by Article 5, Section 2 of the NC Constitution. All funds must benefit the citizens of a unit and not a single person or interest.

After discussion of the requests, **the Council agreed by consensus to the following special appropriations:**

City Manager Appropriation Goal: \$100,000		
	DIFFERENCE	
	\$51	
Organization	Request FY20-21	Council Appropriation
Advent Health	-	-
Agribusiness Henderson County (AgHC)	5,000	4,750
America In Bloom	-	-
Arts Council of Henderson County, Inc.	5,000	1,000
BRCC Educational Foundation, Inc.	3,500	1,450
Blue Ridge Community Health Services	10,000	5,400
Blue Ridge Humane	10,000	5,200
Blue Ridge Literacy Council	1,015	903
Boy's & Girl's Club of Henderson County	20,000	15,000
Carolina Concert Choir	-	-
Chamber of Commerce	-	-
Children & Family Resource Center	10,000	5,200
Flat Rock Playhouse (The Vagabond School)	10,000	1,216
Hand On! - A Child's Gallery	7,400	4,760
Henderson County Council on Aging	5,000	3,800
Henderson County Education Foundation	5,000	1,500
Henderson County Heritage Museum	-	-

Henderson County NAACP	20,000	1,520
Henderson County Young Leaders (Camplify)	2,500	1,300
Hendersonville Community Theatre	10,000	1,800
Hendersonville Shuffleboard Club	1,200	1,200
Hendersonville Sister Cities, Inc. (HSC)	1,500	1,150
Hendersonville Symphony - Youth Education	5,000	1,700
Hendersonville Symphony - Second Series	5,000	600
Interfaith Assistance Ministry	15,000	10,000
Mayor's Advocacy Council	500	500
Medical Loan Closet of Henderson County, Inc.	4,500	2,550
Mineral & Lapidary Museum	10,000	1,800
Pisgah Legal Services - Domestic Violence	5,000	2,900
Pisgah Legal Services - Homeless Prevnt. Proj.	5,000	2,900
Safelight, Inc.	10,000	9,000
St. Gerard House	3,500	2,000
Thrive	10,000	6,500
Team ECCO	2,000	1,100
The Mediation Center	1,500	1,250
True Ridge	10,000	3,100
		99,949

3. Enterprise Funds: Mr. Murr provided the following summary:

Environmental Services Fund: Major expenditures include a solid waste truck, scales for the waste trucks, drop axles for waste trucks, brush and leaf grinding, tree removal, tipping fees, and debt service for solid waste truck. Current year appropriations from fund balance is \$87,789 but in years forward no appropriation will be needed. Mayor Volk commented this is a very welcome service.

Revenues Estimated: \$1,246,101
Expenditures Estimated: \$1,393,226

Stormwater Fund: Major expenditures include an asset assessment and infrastructure improvements. Revenues: The manager recommendation is to change the flat stormwater fee for all customers from \$3 to \$5/month to comply with unfunded mandates and meet best practices for managing the utility.

Revenues Estimated: \$547,208
Expenditures Estimated: \$525,536

Water and Sewer Fund Topics: COVID-19 budget impacts were discussed. Staff has budgeted conservatively. A hiring freeze is in affect and no new positions are budgeted, and the COLA reduced from 3% to 1.5% but is frozen until management determines if there is sufficient funding.

Operating and Capital: \$2.2 million was adjusted in budget development and critical projects remain. Debt: Rates will be examined for future projects, prioritization and timing.

Recommended Budget: Revenues: \$17,605,675
Expenditures: \$18,355,397

Estimated expenditures for FY 2019-20 are \$17.3 million or 104.9% of budget. Staff anticipates ending the fiscal year with a fund balance of \$14.2 million. A Gantt chart shows \$98.5 million for future projects in the next five years. Debt service payments will increase to approximately \$9 million/fiscal year by fiscal year 2025-26. Projects are the primary drivers for rates and fees. A dashboard is available to analyze impacts of rates on revenue as well as the UNC School of Government water and wastewater rates dashboard. A rate covenant is in effect with the revenue bond.

Differential Rates: The Council discussed the rate differential for inside/outside rates. Mr. Murr reviewed rates under different scenarios for 150% differential rates and a phase out of the differential over one, five or ten years

or immediately. Staff is recommending a ten-year phase out with a 150% differential. The models show revenues will remain (approximately) the same.

Council Member Miller supported equalizing water rates because it is the right thing to do because 60-70% of customer live outside the City. He stated this and would resolve conflict and requested Council to move in that direction. Council Member Hensley supported a five-year phase out. Mayor Pro Tem Smith supported staying at 150% differential for this fiscal year. He stated attempts to speak to members of Henderson County commission were unsuccessful. Mayor Volk prefers the City stay at the 150% differential but expressed concerns about the possibilities of what the State legislature could do and agreed to work toward equalization over ten years. Council Member Simpson prefers keeping the 150% differential but would agree to phase it out over ten years. Council Member Simpson stated lower in-side City rates are a perk for those being annexed into City. Mayor Volk agreed. Mayor Pro Tem Smith commented on benefits versus services and the difference between the financial consideration between the property taxes. He requested the differential remain at 150% this year.

After discussion by the Council Mr. Pahle stated a resolution setting the differential rate at 145% with Council's intent to follow the rate structure as presented over the next ten years but this could be changed annually. Staff will also present a statement of policy to consider during next budget process. Mr. Connet stated staff will prepare budget documents to show a 5% reduction in differential and a ten-year phase out.

4. Governmental Funds: Mr. Pahle provided the following information on the General Fund.

Financial Tables Overview: Methodology: Mr. Pahle reviewed staff's methodology used in developing the budget from what is known about the effects of COVID-19. Staff developed a very conservative budget with emphasis on keeping staff, implementing a hiring freeze, delaying raises, COLAs. He stated the City is in good position with a strong fund balance availability that helps with cashflow, supports debt issuances, supports investment earnings and balances the budget. Providing flexibility to the manager is important to this budget cycle.

Recommended Budget: Revenues: \$16,722,891
Expenditures: \$18,320,046

Revenues: There was discussion on the expected decrease in revenues, ad valorem taxes that have less than ¼ of percent increase in value, the tax collection rate of -1% or \$100,000 of an assessed value of \$2,143,549,200.

Unrestricted Intergovernmental Revenues: a decrease of \$325,000 is expected.

Sales tax: impacts will not be known until after the budget is developed.

NC taxable sales: Construction sales are very impactful to the state and locally and construction appears to have continued.

Revenues in Total: ad valorem is \$244,000 below trend, approximately \$1 million below what was expected.

Expenditures:

Personnel and Benefits: 6.1% increase including salary increases, 1.5% market 1% merit of which will be frozen until deemed appropriate by City Manager. Retirement contribution increases of \$200,000 are included, and the dependent coverage increase of \$100,000.

SAFER grant firefighters salary is included \$60,000+.

Operating and Capital:

Basic operating expenditures decreased 4.4% or \$160,000

Capital: necessities are included.

Debt service increases by 25.7% for the Police headquarters, the 7th Avenue Streetscape improvements and the Fire Engine purchase.

Fund balance scenarios were presented by Mr. Pahle. He stated staff is monitoring it closely and is aiming to break even. He stated staff has control over expenditures but the economy is the driver for revenues and staff will adjust accordingly.

Total Fund Balance: available percentage 32.04% for FY 19-20.

Mr. Pahle reviewed the available fund balance calculations for future years. He reviewed the projects under consideration showing a model and how it affects the ratios. Staff is recommending the tax rate remain at 49 cents per \$100/valuation.

Mayor Pro Tem Smith proposed cutting the tax rate to .48 which equals approximately \$200,000 in revenue. The Council discussed expenditures and paying for the firefighters SAFER Grant which will equate to a .06 cent increase next year. Mayor Pro Tem Smith commented he believes the City can absorb decrease. Council Member Miller noted the amount of the decrease and stated staff would have to come up with strategies to reduce the recommended. He stated it would be great to reduce taxes but the amount is negligible. The Council further discussed the unknowns. Mayor Volk commented the City would also lose sales tax and the decrease would be approximately \$260,000. She supported keeping the tax rate at .49 because of the uncertainties and would not

want to have even a higher increase next year. Council Member Simpson agreed and expressed concerns about how much more taxes would have to be raised.

The Council agreed to discuss it further at budget adoption.

Main Street MSD Fund: Staff recommends keeping the tax rate at .26. The goal is to keep the contracted landscaping. The General Fund paid for the change orders for the restroom project.

Recommended Budget: Revenues: \$494,134
 Expenditures: \$494,266

7th Avenue MSD Fund: Staff recommends keeping the tax rate at .17.

Recommended Budget: Revenues: \$76,003
 Expenditures: \$99,188

Health and Welfare Fund:

Recommended Budget: Revenues: \$285,305
 Expenditures: \$274,006

5. Fee Schedule Overview: Mr. Connet stated the fee schedule will be reviewed at a later date. Proposed changes will be discussed.

6. Discussion and Direction: Mr. Connet asked for direction from the Council on:

Police Headquarters: Mr. Connet explained staff is waiting final approval from the USDA. He stated a special meeting will be called for Council’s approval of the letter of conditions, Form 1440-1 to continue the process.

Mr. Connet reviewed the budget for the project including soft costs, land and development. He recommended proceeding with the project, moving forward with financing with construction to begin in June.

Mr. Connet presented the followings bids:

2020 Installment Financing Agreement Note
 Summary of Bids Received
 May 6, 2020

Bank	Rate	Debt Service*	Bank Fees	Prepayment	Additional Terms
United Financial (HomeTrust Bank)	1.790%	\$11,919,550 \$11,747,830	\$0	Any time @ 100%	Contingent upon the receipt, review, and acceptance of the Letter of Conditions and Form 1940-1 from the USDA Loan proceeds must be deposited into a HomeTrust Bank escrow account at closing, which will serve as additional collateral during the funding phase Loan documents will be drafted by HomeTrust Bank The City may be required to cover additional expenses of the Bank, including Bank Counsel in the event that Bond Counsel drafts loan documents City will be required to provide satisfactory insurance coverage, including title insurance (estimated cost of \$11,050) City may be required to provide interim financial statements, and other pertinent information, upon request Must be accepted by June 1st Subject to final credit approval
Truist	2.100%	\$11,983,883 \$11,782,528	\$5,900	In whole at any time at 100%	Loan proceeds must be deposited into a Truist account at closing Truist will not require a survey or title insurance (estimated cost of \$11,050) At a minimum, Truist will require flood insurance, if applicable Subject to taxable gross up provisions Annual audited financial statements within 270 days of FYE Proposal may be cancelled if a material adverse change in the City's condition were to occur prior to closing

* Note: Assumes an \$11.5 million borrowing, plus Title Insurance premium (\$11,050 for HomeTrust) or Bank Fees (\$5,900 for Truist). First debt service figure assumes that the Note is outstanding until June 1, 2022 and the second service figure assumes that the Note is outstanding until August 1, 2021.

Mr. Connet stated he wanted Council to have the budget information before taking the next step in the process. Council Member Hensley asked if the closing fees with Truist could be negotiated when another bank is offering no closing fees. Mr. Pahle stated he will attempt negotiations.

Mayor Pro Tem Smith moved Council resolve to direct the City Manager or his designee to execute the amended AIA agreement with Edifice General Contractors approving a guaranteed maximum price (GMP), certificate of insurance, and payment and performance bonds as presented. He further moved Council resolve to direct the City Manager or his designee to execute the special inspections scope of work with SM&E as presented. And further, moved Council to resolve to authorize the City Manager or his designee to execute an agreement with a bank for the interim financing for the Police Department Headquarters Project contingent upon successful USDA and LGC approvals. A unanimous [roll call] vote of the Council followed. Motion carried. [The agreement is available in the office of the City Manager.]

2) Downtown Parking Deck: The Council discussed purchasing the Jackson Property, the negotiated extension for the purchase of the Fazio property, financing for the parking deck project, metering Main Street, possibly dropping one level of the parking deck, revenue and the cost of the deck.

The Council requested reports from staff on how much revenue from Main Street versus avenues and the effect on revenue before Council’s Workshop meeting on May 27.

Mayor Pro Tem Smith moved Council to resolve to direct the City Manager or his designee to execute the design services scope with Walker Parking Consultants as presented. He further moved Council to resolve to direct the City Manager or his designee to negotiate and execute a contract with Edifice General Contractors to serve as construction manager at risk on the parking

deck project, as presented. And further, he moved Council to resolve to approve the capital project ordinance and reimbursement resolution for the parking deck project as presented. A unanimous [roll call] vote of the Council followed. Motion carried.

Ordinance #20-0537

**CAPITAL PROJECT ORDINANCE FOR
THE PARKING DECK DEVELOPMENT PUBLIC-PRIVATE PARTNERSHIP PROJECT #19101**

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 infrastructure project described as the Parking Deck Development Public-Private Partnership Project.

Section 2: The following amounts are appropriated for the project:

Account Number			Account Name	Total Budget
Org	Obj	Proj		
4104120	519000	19101	Professional Services	\$ 487,000
Total Project Appropriation				\$ 487,000

Section 3: The following revenues are anticipated to be available via transfers from the General Fund for project expenses:

Account Number			Account Name	Total Budget
Org	Obj	Proj		
4104120	499100	499100	Proceeds of Debt	\$ 487,000
Total Project Revenue				\$ 487,000

Section 4: The Finance Director is hereby directed to maintain within the 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 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 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 eighth day of May 2020.

/s/Barbara G. Volk, Mayor

Attest: /s/Tammie K. Drake, City Clerk

Approved as to form: /s/Samuel H. Fritschner, City Attorney

Resolution #20-0538

**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 THE ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE PARKING DECK DEVELOPMENT PUBLIC-PRIVATE PARTNERSHIP PROJECT, ORDINANCE # _____ (the "Projects").

Plan of Finance. The Issuer intends to finance the costs of the Projects with the proceeds of debt 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 \$8,000,000.

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 eighth day of May 2020.

/s/Barbara G. Volk, Mayor

Attest: /s/Tammie K. Drake, City Clerk

Main Street: Mr. Holloway presented a proposal for opening Main Street with a program to assist local restaurants while providing social distancing. The proposal is to close portions of Main Street between Avenues the avenues to allow on-street dining from Thursday to Sunday, Allen Street to Sixth Avenue, when the Governor allows the reopening of restaurants (phase II). This program will end November 1, 2020.

Mr. Connet stated Council may extend the same opportunities for other restaurants across the City which may include waiving parking requirements to allow outside dining in parking lots.

There was discussion of diagonal parking and other logistics such as tables and chairs. **There was general support by the Council to proceed with these measures.**

Small Business Loan Program: Mr. Connet stated this is a similar program to Buncombe County's for a \$10,000 loan. He explained since this was discussed, the General Assembly has approved an

appropriation to Golden Leaf and as a result Mountain Bizworks has recommended the small business loan program be put on hold to see if it is needed in the future. **No action was taken.**

7th Avenue Streetscape: Mr. Connet reported the design is 95% completed. He proposed including this project with the installment financing of the parking. **The Council agreed by consensus.**

7. Adjourn. The meeting adjourned at 2: 46 p.m. upon unanimous assent of the Council.

Barbara G. Volk, Mayor

Tammie K. Drake, City Clerk

MINUTES
May 18, 2020
SPECIAL MEETING OF THE CITY COUNCIL [ELECTRONIC]
ASSEMBLY ROOM – OPERATIONS CENTER
5:00 p.m.

Present: Mayor Barbara G. Volk and Council Members: Jeff Miller, Jennifer Hensley

Participating Electronically: Mayor Pro Tem Smith, Council Member Lyndsey Simpson

Staff Present: City Manager John F. Connet, City Clerk Tammie Drake, Intern Bryan Gertz, Downtown Economic Development Director Lew Holloway, Communications Manager Allison Nock, Assistant Manager Brian Pahle

The purpose of the special meeting is as follows:

1. To receive a USDA Letter of Financial Conditions approving the financing for the new Hendersonville Police Department,
2. To consider the closure of Main Street during certain days and times to support the reopening of downtown businesses,
3. To consider an ordinance eliminating off-street parking requirements for restaurants for specific period to support their reopening.

Other topics may be discussed.

This meeting was held electronically to comply with the restrictions in place to avoid the spread of COVID-19. The public was given instructions on how to provide public comments, watch the City Council meeting and a listening space was provided for individuals otherwise unable to access the City Council meeting. Roll call votes were taken to meet all requirements.

1. Call to Order: Mayor Volk called the special meeting to order at 5:00 p.m. and welcomed those in attendance. A quorum was established with three members in attendance physically and two participating electronically.

2. Presentation of USDA Letter of Conditions (LOC) for Hendersonville Police Department

Headquarters: Mr. Connet introduced Pam Hysong with the USDA. Ms. Hysong reviewed the USDA's procedures for the loan and presented the Letter of Conditions under which they agree to make a loan. She stated the maximum loan is \$11,500,000 at a fixed interest rate of 2³/₈ percent. She stated if the interest rate lowers before the closing of the loan, the City may request a reduction, but it will not go higher. She stated any significant changes in the scope of the project will require approval.

The Council discussed the Letter of Conditions and any possible limitations on this type of financing. Mr. Connet stated the debt coverage ratio will have to be reviewed on an annual basis. There was also discussion of the required reserve fund of \$54,000/annually which may be used for the final installment or emergencies. There was also discussion of the bond on the Finance Director which may have to be increased. Because of their accounting system, two resolutions totaling \$11,500,000 is necessary.

Council Member Miller moved Council to adopt the resolution accepting the USDA letter of conditions and associated forms, as presented. A unanimous [roll call] vote of the Council followed. Motion carried.

Resolution #20-0539

RESOLUTION OF THE HENDERSONVILLE CITY COUNCIL

A RESOLUTION TO CONSIDER AND ADOPT THE USDA LETTER OF CONDITIONS DATED MAY 18, 2020

WHEREAS, the City of Hendersonville has applied for debt proceeds to design and construct a new police headquarters on Ashe Street; and

WHEREAS, the construction of this facility is in the best interest of the City and its citizens; and

WHEREAS, the issuance of a long-term low interest loan through the USDA community development loan program is the most financially feasible approach to funding said project.

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

That the Hendersonville City Council accepts the conditions set forth in the Letter of Conditions dated May 18th, 2020.

That Hendersonville City Council approves the budget as shown on Form RD 442-7, Operating Budget and the forms RD Loan Resolution (Public Body) in the amount of \$5,000,000 and \$6,500,000.

That the Mayor and City Clerk be authorized to execute all forms necessary to obtain a loan from Rural Development, including, but not limited to the following forms:

Form RD 400-1	Equal Opportunity Agreement
Form RD 400-4	Assurance Agreement
Form RD 442-7	Operating Budget
Form RD 1910-11	Applicant Certification—Federal Collection Policies
Form RD 1940-1	Request for Obligation of Funds (2 separate forms)
Form RD 1942-46	Letter of Intent to Meet Conditions
Form RD 1942-47	Loan Resolution (Public Body) (2 separate forms)
Form AD 1047	Certification Regarding Debarment
1940-Q, Exhibit A-1	Certification for Contracts, Grants, and Loans Unnumbered Form Certificate of Compliance

The resolution is to become a part of the official minutes of the Hendersonville City Council meeting held on May 18, 2020. MOTION that the resolution be approved made by: _____ and seconded by: N/A.

Motion Passed 5 FOR and 0 AGAINST.
(number) (number)

Adopted this eighteenth day of May 2020 and WILL BE MADE A PART OF THE MEETING MINUTES.

/s/Barbara G. Volk, Mayor

Attest: /s/Tammie K. Drake, City Clerk

USDA Form RD 1942-47 (Rev. 12-97) Position 5 LOAN RESOLUTION (Public Bodies) #20-0540 FORM APPROVED OMB NO. 0575-0015

A RESOLUTION OF THE _____ City Council OF THE _____ City of Hendersonville AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS _____ New Police Station FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the _____ City of Hendersonville (Public Body) (herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of _____ 6,500,000.00

pursuant to the provisions of _____ North Carolina General Statute 160A-20 _____; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

- 1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

- 11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
- 12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
- 13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
- 14. That if the Government requires that a reserve account be established and maintained, disbursements from that account may be used when necessary for payments due on the bond if sufficient funds are not otherwise available. With the prior written approval of the Government, funds may be withdrawn for:
 - (a) Paying the cost of repairing or replacing any damage to the facility caused by catastrophe.
 - (b) Repairing or replacing short-lived assets.
 - (c) Making extensions or improvements to the facility.

Any time funds are disbursed from the reserve account, additional deposits will be required until the reserve account has reached the required funded level.
- 15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain the Government's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
- 16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
- 17. To accept a grant in an amount not to exceed \$ _____

under the terms offered by the Government; that the N/A
 and N/A of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the _____ City Council _____ of the
 _____ City of Hendersonville _____ has duly adopted this resolution and caused it
 to be executed by the officers below in duplicate on this _____ 18th _____ day of _____ May _____, 2020 _____

(SEAL)

 By Barbara Volk

 Title Mayor

Attest:

Tammie Drake, City Clerk

 Title

USDA
Form RD 1942-47
(Rev. 12-97)

Position 5
LOAN RESOLUTION
(Public Bodies)

#20-0541
FORM APPROVED
OMB NO. 0575-0015

A RESOLUTION OF THE _____ City Council
OF THE _____ City of Hendersonville
AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING
A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

New Police Station
FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the _____ City of Hendersonville
(Public Body)
(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of

5,000,000.00

pursuant to the provisions of _____ North Carolina General Statute 160A-20 _____; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

- 11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
- 12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
- 13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
- 14. That if the Government requires that a reserve account be established and maintained, disbursements from that account may be used when necessary for payments due on the bond if sufficient funds are not otherwise available. With the prior written approval of the Government, funds may be withdrawn for:
 - (a) Paying the cost of repairing or replacing any damage to the facility caused by catastrophe.
 - (b) Repairing or replacing short-lived assets.
 - (c) Making extensions or improvements to the facility.

Any time funds are disbursed from the reserve account, additional deposits will be required until the reserve account has reached the required funded level.
- 15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain the Government's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
- 16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
- 17. To accept a grant in an amount not to exceed \$ _____ under the terms offered by the Government; that the N/A and N/A of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the _____ City Council of the _____ City of Hendersonville has duly adopted this resolution and caused it to be executed by the officers below in duplicate on this _____ 18th day of _____ May, 2020.

(SEAL)

By Barbara Volk
 Title Mayor

Attest:

Tammie Drake, City Clerk
 Title

3. Consideration of the closure of Main Street during certain days and time to support the reopening of downtown businesses: Downtown Director Lew Holloway presented plans for the Open Main Street/Love Hendo Program. He presented options for waiving parking requirements and expanding outdoor dining at restaurants throughout the City including ABC permitting requirements/revisions, outdoor dining permit, etc.

Mr. Holloway presented diagrams for the expanded outdoor dining footprint on Main Street that included full closure, limited parking closures and no closures. He also presented options for restaurants on avenues. He asked for Council's feedback on the initial timing of this activity and proposed a 30-day test time frame.

The Council members discussed each of the options in length, the ABC permit situation, community support and concerns received for closing Main Street and safety considerations.

4. Consideration of a Resolution Authorizing the City Manager to Waive Off-Street Parking Requirements for Hendersonville Restaurants for a specific period to support their reopening: Mr. Connet and Mrs. Frady presented a resolution authorizing the City Manager to waive enforcement of off-street parking requirements for Hendersonville restaurants to support their reopening. The resolution authorizes the City Manager to waive the off-street parking requirements for a period of six months.

Council Member Hensley moved the City Council resolve to allow expanded dining on the sidewalks as soon as possible, to create an open street concept for the last weekend of May, and to waive certain ordinances during this emergency situation for expanded dining areas in the City to other City restaurants including approval of the resolution. A unanimous [roll call] vote of the Council followed. Motion carried.

Resolution #20-0542

A RESOLUTION RESPECTING ENFORCEMENT OF CERTAIN CITY ORDINANCES DURING THE CURRENT EMERGENCY

WHEREAS, the City Council recognizes that the pandemic caused by the spread of the COVID-19 virus has caused significant changes in various aspects of commerce within the City of Hendersonville; and
 WHEREAS the Council recognizes that the nature of these commercial changes may arise or further change suddenly and without warning; and

WHEREAS the Council recognizes that the city manager is in a unique position to track and respond to these commercial changes and the needs that arise therefrom;

NOW, THEREFORE, the City Council does resolve as follows:

I. The City Council hereby grants to the city manager the following temporary authority when in his opinion there is need to do so:

1. To temporarily open and close streets or portions thereof.
2. To refrain from enforcing regulations with respect to off-street parking for City restaurants.
3. To permit or limit restaurant service and seating within the boundaries of sidewalks and closed City streets.
4. To take other steps of similar nature to adapt to changing commercial conditions.

II. The authority granted herein shall expire six months from the date hereof unless extended or curtailed by the City Council.

III. The city manager is instructed to notify the city council upon the occurrence of any act taken in furtherance of this Resolution.

IV. This grant of authority shall take effect upon adoption of this resolution.

Adopted this 18 day of May 2020.

/s/Barbara G. Volk, Mayor

Attest: /s/Tammie K. Drake, City Clerk

5. Comments by Mayor and City Council Members: There were none.

6. Adjourn. The meeting adjourned at 6:36 p.m. upon unanimous assent of the Council.

Barbara G. Volk, Mayor

Tammie K. Drake, City Clerk



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Buchanan

Department: Finance

Date Submitted: 5/25/2020

Presenter John Buchanan

Date of Council Meeting to consider this item: : 6/4/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05b

As approved in the fiscal year 2020 Budget, the City purchased the list of vehicles and equipment below and issued a Request for Proposals for installment financing to fund the purchases

1- 2019 Freightliner M2 with Johnston Model RT655 Street Sweeper Body	\$226,126
1- 2019 Freightliner M2 with 2,000 Gallon Tank Body Model CW2D	\$ 77,500
1- 2020 Freightliner M2 with 20 Yard Heil PT 1000 Body	\$164,813

We received four proposals for financing. A summary of those responses is attached.

The proposals were reviewed and U.S. Bancorp Government Leasing and Finance was selected with a loan amount not to exceed \$468,439 with an interest rate of 1.904% for 7 years.

Staff requests that Council approve the resolution for the installment financing to be provided by U.S. Bancorp Government Leasing and Finance

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Annual debt service of \$98,242 beginning in fiscal year 2021. 48% paid from the Stormwater Fund and 52% from the Environmental Services Fund.

Suggested Motion:

I resolve that City Council adopt the resolution authorizing the execution of an installment financing agreement with U.S. Bancorp Government Leasing and Finance.

Attachments:

- Bank Bid Summary
- U.S. Bancorp Proposal
- Resolution

City of Hendersonville
 FY 2020 Equipment Financing
 5/6/2020

Bank	Rate	Loan Term	Annual DS	Total Interest	Fees	Prepayment	Additional Terms
U.S Bancorp	1.745	5	\$98,242	\$22,772	none	after 13 months 103%	
	1.904	7	\$71,796	\$34,133			
BB&T/Truist	2.090	5	\$99,156	\$27,343	none	no penalty	
	2.28	7	\$72,782	\$41,035			
First Citizens Bank	2.160	5	\$99,343	\$28,274	none	no penalty	
	2.52	7	\$73,415	\$45,468			
United Financial	2.09	5	\$99,156	\$27,343	none	not provided	
	2.16	6	\$83,662	\$33,532			
	2.22	7	\$72,624	\$39,930			

May 1, 2020

City of Hendersonville, NC

At your request, U.S. Bancorp Government Leasing and Finance, Inc. ("USBGLF") has prepared for your consideration the following proposal for financing ("Proposal"). **This is only a proposal and does not represent a commitment by U.S. Bancorp Government Leasing and Finance, Inc.**

Interest Rate:	1.745% - 5-year option 1.904% - 7-year option
Rate expiration:	July 28, 2020
Opinions:	The Borrower will provide a validity opinion.
Additional Costs:	No additional fees are associated with this proposal.
Prepayment Option:	After 13 months on any payment date at 103% of outstanding balance.
Amortization Schedule:	Attached, assumes June 19,2020 closing/funding date
Escrow:	Funds will be deposited into a no fee U.S. Bank N.A. escrow account at closing or paid to the City pursuant to a reimbursement resolution.

Contract Specifications in Part B of RFP - Agreed
Secured by lien or security interest in the property financed

The financing will be structured as a Master Tax-Exempt Installment Purchase Agreement, with title in the Borrower's name and USBGLF holding a security interest in the equipment during the term. The financing is "triple-net" with the Borrower responsible for taxes, maintenance and insurance. Documentation will be provided USBGLF, including (i) standard representations, warranties and covenants by the Borrower pertaining to the accuracy of information, organization, authority, essential use, compliance with laws, pending legal action, location and use of collateral, insurance, financial reporting and financial covenants; (ii) standard USBGLF provisions pertaining to events of default and remedies available upon default; and (iii) a validity opinion of Borrower's counsel. This offer is subject to the execution of all documentation by the Borrower within a reasonable time and in form and substance acceptable to Borrower, USBGLF and USBGLF's counsel, including terms and conditions not outlined in this Proposal.

This Proposal is conditioned on there being no material adverse change in the financial condition of the Borrower. Additionally, the terms and conditions outlined herein are subject to final review and approval (including collateral and essential use review) by USBGLF's business, legal, credit, and equipment risk management personnel. If you would like to proceed, please complete the Essential Use Application and return along with a link to your 3 most recent Comprehensive Annual Financial Reports.

Thank you for the opportunity to present this proposal. Other financing options are available on request.

Sincerely,

Denise Beauchamp

Denise Beauchamp
Vice President
3643 Spyglass Ct
Green Cove Springs, FL 32043
Direct (904) 284-3520
denise.beauchamp@usbank.com



5 year

	Totals	491,211.10	468,439.00	22,772.10	0.00
Pay #	Date	Payment	Principal	Interest	Prepayment Balance
1	19-Dec-2020	49,121.11	45,033.98	4,087.13	436,107.17
2	19-Jun-2021	49,121.11	45,426.90	3,694.21	389,317.46
3	19-Dec-2021	49,121.11	45,823.25	3,297.86	342,119.51
4	19-Jun-2022	49,121.11	46,223.06	2,898.05	294,509.76
5	19-Dec-2022	49,121.11	46,626.35	2,494.76	246,484.62
6	19-Jun-2023	49,121.11	47,033.17	2,087.94	198,040.45
7	19-Dec-2023	49,121.11	47,443.53	1,677.58	149,173.61
8	19-Jun-2024	49,121.11	47,857.48	1,263.63	99,880.41
9	19-Dec-2024	49,121.11	48,275.04	846.07	50,157.12
10	19-Jun-2025	49,121.11	48,696.24	424.87	0.00

7 year

	Totals	502,571.97	468,439.00	34,132.97	0.00
Pay #	Date	Payment	Principal	Interest	Prepayment Balance
1	19-Dec-2020	35,898.00	31,438.46	4,459.54	450,110.56
2	19-Jun-2021	35,898.00	31,737.75	4,160.25	417,420.67
3	19-Dec-2021	35,898.00	32,039.90	3,858.10	384,419.58
4	19-Jun-2022	35,898.00	32,344.92	3,553.08	351,104.32
5	19-Dec-2022	35,898.00	32,652.84	3,245.16	317,471.89
6	19-Jun-2023	35,898.00	32,963.69	2,934.30	283,519.29
7	19-Dec-2023	35,898.00	33,277.51	2,620.49	249,243.45
8	19-Jun-2024	35,898.00	33,594.31	2,303.69	214,641.31
9	19-Dec-2024	35,898.00	33,914.13	1,983.87	179,709.76
10	19-Jun-2025	35,898.00	34,236.99	1,661.01	144,445.66
11	19-Dec-2025	35,898.00	34,562.93	1,335.07	108,845.84
12	19-Jun-2026	35,898.00	34,891.97	1,006.03	72,907.12
13	19-Dec-2026	35,898.00	35,224.14	673.86	36,626.26
14	19-Jun-2027	35,898.00	35,559.47	338.53	0.00



**RESOLUTION AUTHORIZING THE EXECUTION OF AN INSTALLMENT
FINANCING AGREEMENT, A SECURITY AGREEMENT AND RELATED
DOCUMENTS IN CONNECTION WITH THE FINANCING OF EQUIPMENT
FOR THE CITY OF HENDERSONVILLE**

WHEREAS: The City of Hendersonville ("City") has previously declared intent to undertake a project for the financing of vehicles and equipment to fund or reimburse the purchases as detailed in the adopted 2020 Budget and Capital Improvement Plan, and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The City issued a Request for Proposal from financial institutions for installment financing and hereby determines to finance the Project through U.S. Bancorp Government Leasing and Finance, Inc., The amount financed shall not exceed \$468,439.00, the annual interest rate shall not exceed 1.904%, and the financing term shall not exceed seven years from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the City are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Director is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Financing Documents shall be in such final forms as the Finance Director shall approve, with the Finance Director's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The City shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

4. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this 4th day of June, 2020

Barbara G. Volk, Mayor

Attest

SEAL



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Brent Detwiler

Department: Engineering

Date Submitted: 5/26/20

Presenter: Brent Detwiler

Date of Council Meeting to consider this item: 6/4/20

Nature of Item: Council Action

Summary of Information/Request:

Item # 05c

Amendment 4 of the French Broad River Intake Project Engineering Agreement:

The original scope of services for detailed design of the French Broad River Intake Project (Amendment 2 September 14, 2018) was based on the information developed in the conceptual design phase and documented in the Preliminary Engineering Report (PER, Black & Veatch July 2018). Amendment 2 identified Supplemental Services which included project schedule changes and additional permitting or regulatory assistance. The process to advance the Environmental Assessment through the regulatory process to Clearinghouse Review was beyond the budgeted level of effort identified in Amendment 2. Multiple rounds of additional agency comments were received after the execution of Amendment 2. This required additional effort including extensive coordination and multiple meetings with Engineer/Clearwater (Environmental Assessment Consultant), Owner, NC Division of Water Infrastructure and the other regulatory agencies, review, evaluation and responses to multiple rounds of agency comments, and multiple revisions to the Environmental Assessment. This process has extended the project schedule and has consumed the remaining project fee for both Engineer and Clearwater. Engineer is requesting fee to compensate Clearwater and to complete the remaining design work on the project including Permitting, Final Design and Bidding.

The proposed amendment 4 to the design services agreement is attached for your reference. We welcome any questions that you may have.

Budget Impact: \$ 129,500.00 Is this expenditure approved in the current fiscal year budget? Yes If no, describe how it will be funded.

There are funds set aside for this project as part of a Capital Project Ordinance.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move to approve Amendment 4 to the Black & Veatch engineering agreement for the French Broad River Intake Project and to authorize the City Manager to execute the Amendment for said work; as presented and recommended by staff.

Attachments:

Black and Veatch Engineering Amendment 4 for the French Broad River Intake Project

**AMENDMENT 4
ATTACHMENT A
SCOPE OF SERVICES**

Project: French Broad River Intake and Pumping Station

Project DESCRIPTION

The French Broad River Intake and Pumping Station project (Project) generally consists of the construction of intake, pumping station, and connection to existing 30" raw water transmission main to supply raw water to the City of Hendersonville Water Treatment Plant. The intake is located on the bank of the French Broad River and includes raw water screening, micropile supported foundation, and pipe/sheet pile bank stabilization and erosion protection system. The pumping station consists of an elevated operating level containing 3-5 MGD vertical diffusion vane pumps, electrical room, office, engine generator, surge tank, and associated piping and appurtenances. On behalf of City, Engineer will provide construction administration and observation services for the Project.

SCOPE OF SERVICES

The services to be performed by the Engineer consist of services as specifically identified below and completed by April 8, 2021 or until fee budget is exhausted.

A. General Administration of Construction Contract:

Continue to provide project management and administration period as defined in Amendment 2, Phase 1000. Project Administration.

B. Final Design, Permitting, and Bidding

Contract Amendment 2 Dated September 14, 2018 identified Supplemental Services which included project schedule changes and additional permitting or regulatory assistance. The process to advance the Environmental Assessment through the regulatory process to Clearinghouse Review was beyond the budgeted level of effort identified in Amendment 2. Multiple rounds of additional agency comments were received after the execution of Amendment 2. This required additional effort including extensive coordination and multiple meetings with Engineer/Clearwater (Environmental Assessment Consultant), Owner, NC Division of Water Infrastructure and the other regulatory agencies, review, evaluation and responses to multiple rounds of agency comments, and multiple revisions to the Environmental Assessment. This process has extended the project schedule and has consumed the remaining project fee for both Engineer and Clearwater. Engineer is requesting fee to compensate Clearwater and to complete the remaining design work on the project including Permitting, Final Design and Bidding.

C. Supplemental Services – See Amendment 2

ATTACHMENT B

Project: French Broad River Intake and Pumping Station

COMPENSATION

Work performed will be invoiced on a billing rate basis at the rates provided herein. Base services are estimated to be \$129,500.00 and the total amount of billings will not be exceeded unless authorized by the Owner in writing.

For Supplemental Services, City and Engineer will negotiate a written amendment to this Agreement for the additional services.

Engineer will submit to City invoices for Services performed over a monthly period. City agrees to pay Engineer's invoice upon receipt. Invoices will be in Engineer's standard format.

**ATTACHMENT B
Billing Rate Schedule**

For the Scope of Services, Owner will compensate ENGINEER in accordance with the Bill Rate Schedule below, plus reimbursable expenses times 1.0, plus subconsultant expenses times 1.10. The maximum billed for these services shall not exceed the amount shown in the Task Order without further written approval from the Owner. Standard hourly rates are subject to review and adjustment annually. Hourly rates effective on the date of this Agreement are as follows:

HOURLY RATE SCHEDULE	
Effective through December 31, 2020	
Principal	\$255-300
Sr. Planning Manager	\$220-275
Sr. Project Manager	\$220-275
Project Manager	\$190-250
Sr. Engineering Manager	\$200-265
Engineering Manager	\$180-230
Sr. Engineer	\$195-270
Project Engineer	\$155-210
Staff Engineer 4	\$145-180
Staff Engineer 3	\$135-170
Staff Engineer 2	\$125-150
Staff Engineer 1	\$100-135
Sr. Architect	\$160-220
Architect	\$140-180
Sr. Construction Manager	\$175-230
Construction Manager	\$150-190
Resident Project Representative	\$120-180
Construction Inspector	\$80-150
Technical Specialist	\$170-280
Sr. Engineering Technician	\$155-190
Engineering Technician	\$105-155
Sr. Drafter	\$95-150
Drafter	\$80-120
Project Controls	\$100-185
Finance/Accountant	\$95-175
Project Administrator	\$95-125
Clerical	\$74-105

The following expenses are reimbursable work items and will be billed at cost: bulk reproduction of documents (outside reproduction services will be treated as a subconsultant); charges for review of drawings and specifications by government agencies, if any; vehicular transportation costs at the rate established by the Internal Revenue Service; airline tickets, meals, and lodging with out-of-town travel.

Owner: Hendersonville, City of

Project: Amend 4 New FBRiver Intake and Pumping Station

PHASE/Task		Project Manager	Admin	Sr. Engineering Manager	Civil Sr. Engineer	Civil Engineer	Structural Director/QC	Structural Sr. Engineer	Structural Engineer	Bldg Mech Director/QC	Bldg Mech Engineer	Proc Mech Director/QC	Proc Mech Sr. Engineer	Proc Mech Engineer	Electrical Sr. Engineer	Electrical Engineer	Electrical Technician	I&C Director/QC	I&C Sr. Engineer	I&C Engineer	
		\$240.00	\$90.00	\$211.00	\$177.00	\$135.00	\$239.00	\$227.00	\$152.00	\$221.00	\$174.00	\$273.00	\$177.00	\$146.00	\$233.00	\$239.00	\$159.00	\$258.00	\$196.00	\$131.00	
(Billing Rate, \$\$, Hr.)																					
WORK BREAKDOWN STRUCTURE	PHASE																				
PROJECT ADMINISTRATION		26	32	30	50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ADDITIONAL WORK TO COMPLETE BIDDING/PERMITTING		10	8	24	-	63	7	17	40	5	25	1	13	3	2	16	18	8	8	20	
Total, Hours		36	40	54	50	63	7	17	40	5	25	1	13	3	2	16	18	8	8	20	
Total, Billings		\$ 8,640	\$ 3,600	\$ 11,394	\$ 8,850	\$ 8,505	\$ 1,673	\$ 3,859	\$ 6,080	\$ 1,105	\$ 4,350	\$ 273	\$ 2,301	\$ 438	\$ 466	\$ 3,824	\$ 2,862	\$ 2,064	\$ 1,568	\$ 2,620	

Owner: Hendersonville, City of

Project: Amend 4 New FBRiver Intake and Pumping Station

PHASE/Task		BIM	BIM Sr	BIM	Finance	Project	SUBTOTAL, hours	SUBTOTAL, Billings \$	SUBCONTRACTS		TOTAL Billings
		Coordinator	Technician	Technician		Controls			SUBTOTAL, EXPENSES	Clearwater	
(Billing Rate, \$\$, Hr.)		\$152.00	\$146.00	\$120.00	\$160.00	\$120.00					
WORK BREAKDOWN STRUCTURE	PHASE										
PROJECT ADMINISTRATION		-	-	-	8	16	162	\$ 27,500	\$ 2,500	\$ -	\$ 30,000
ADDITIONAL WORK TO COMPLETE BIDDING/PERMITTING		48	96	96	-	-	528	\$ 83,004	\$ -	\$ 15,000	\$ 99,504
Total, Hours		48	96	96	8	16	690				
Total, Billings		\$ 7,296	\$ 14,016	\$ 11,520	\$ 1,280	\$ 1,920		\$ 110,504	\$ 2,500	\$ 16,500	\$ 129,504



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Deanna Van Wyk

Department: Admin

Date Submitted: 05/26/20

Presenter: Deanna Van Wyk

Date of Council Meeting to consider this item: 06/04/20

Nature of Item: Council Action

Summary of Information/Request:

Item # 05d

Compensatory Leave one time waiver to personnel policy Article III Section 13.

Employees are required to use or be paid for compensatory time before the start of each fiscal year, by June 30th. Employees if they choose, may retain and carry over up to twelve (12) hours of compensatory time each fiscal year. All other compensatory time will be paid out, in accordance with FLSA standards, upon the last pay period for the fiscal year. Department Heads may exercise discretion in the manner in which employees accrue compensatory time or are paid for overtime.

The request is to allow employees to keep all or some of their accrued compensatory leave to be used in fiscal year 2021 or have the option to be paid for the accrued compensatory leave by June 30, 2020. This will aid in the 2020 fiscal year budget and will give employees additional time to use the leave through June 30, 2021. The normal compensatory leave will remain in effect for fiscal year end June 30, 2021.

See Personnel Policy Article III Section 13 on page 15.

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

Attachments:

- 1) Personnel Policy
- 2) Compensatory Time Waiver



City of Hendersonville

Compensatory Time Waiver

This form must be turned in to Human Resources no later than June 12, 2020 if you wish to retain and carry over compensatory time hours. Normally, you may carry over and retain up to twelve (12) hours each fiscal year; there has been a one time amendment for fiscal year end 2020.

Employees are not required to use or be paid for compensatory time before the start of the new fiscal year 2021. Employees if they choose, may retain and carry over all or some of compensatory time accrued prior to Fiscal year end June 30, 2020.

Department Heads may exercise discretion in the manner in which employees accrue compensatory time or are paid for overtime.

If this form is not received by the designation date of June 12th all compensatory time you have will be saved to your accrual upon the last pay period of the fiscal year. This is an Amendment to Article III, Section 13 of the City's Personnel Policy.

I understand and acknowledge the above.

Date: _____

Employee Name: _____

Employee Department: _____

I wish to retain and carry over the following accrued compensatory leave into the new fiscal year: _____ hours.

Employee signature: _____

ARTICLE III. THE PAY PLAN

Section 1. Definition

The pay plan includes the basic salary schedule and the "Assignment of Classes to Grades" adopted by the City Council. Each position is assigned a classification title and each title is assigned to a salary grade with a specific salary range. Positions are assigned to grades within the pay plan based on the duties and responsibilities assigned. Positions with more complex tasks, more responsibility, or requiring more technical knowledge are assigned to higher salary grades than positions with lower responsibilities or knowledge requirements. Salary grade ranges are set based on two components: competitiveness with the market and internal equity with similar positions and occupational groups. The salary schedule consists of the minimum, midpoint and maximum rates of pay for all classes of positions, and a designation of the standard hours in the work week for each position.

Section 2. Administration and Maintenance

The City Manager, assisted by the Human Resources Director, shall be responsible for the administration and maintenance of the pay plan. All employees covered by the pay plan shall be paid at a rate listed within the salary range established for the respective position classification, except for employees in trainee status or employees whose existing salaries are above the established maximum rate following transition to a new pay plan.

The pay plan is intended to provide equitable compensation for all positions, reflecting differences in the duties and responsibilities, the comparable rates of pay for positions in private and public employment in the area, changes in the cost of living, the financial conditions of the City, and other factors. To this end, each budget year the Human Resources Officer shall make comparative studies of all factors affecting the level of salary ranges including the consumer price index, anticipated changes in surrounding employer plans, and other relevant factors, and will recommend to the City Manager such changes in salary ranges as appear to be pertinent. Such changes shall be made in the salary ranges such that the minimum rate, all intervening rates, and the maximum change according to the market. Periodically, the City Manager shall recommend that individual salary ranges be studied and adjusted as necessary to maintain market competitiveness. Such adjustments will be made by increasing or decreasing the assigned salary grade for the class and adjusting the rate of pay for employees in the class when the action is approved by the City Council.

Section 3. Starting Salaries

All persons employed in positions approved in the position classification plan shall be employed at the minimum rate for the classification in which they are employed; however, exceptionally well qualified applicants may be employed above the minimum rate of the established salary range upon recommendation of the Human Resources Director and approval of the City Manager. Such recommendation and approval may be based on such factors as exceptional qualifications of the applicant, shortage of qualified applicants, equal pay justification or operational need.

Section 4. Trainee Designation and Provisions

Applicants being considered for employment or City employees who do not meet all of the requirements for the position for which they are being considered may be hired, promoted, demoted, or transferred by the City Manager to a "trainee" status. In such cases, a plan for training, including a time schedule, must be prepared by the Department Head.

"Trainee" salaries shall be no more than two grades below the minimum salary rate established for the position for which the person is being trained. A new employee designated as "trainee" shall be regarded as being in a probationary period. However, probationary periods shall be no less than six months and trainee periods may extend from three to eighteen months. A trainee shall remain a probationary employee until the trainee period is satisfactorily completed.

If the training is not successfully completed to the satisfaction of the City Manager, the trainee shall be transferred, demoted, or dismissed. If the training is successfully completed, the employee shall be paid at least at the minimum rate established for the position for which the employee was trained.

Section 5. Probationary Pay Increases

Employees hired or promoted into the minimum rate of the pay range shall receive a salary increase within the pay range of approximately 5% upon successful completion of the probationary period. Employees serving a twelve-month probationary period may be considered for this increase after six months of employment.

Section 6. Merit Pay

Upward movement within the established salary range for an employee is not automatic, but rather based upon specific performance-related criteria. Procedures for determining performance levels and performance pay increases or other performance-related movement within the range shall be established in procedures approved by the City Manager.

Section 7. Merit Pay Bonus

Employees who are at the maximum amount of the salary range for their position classification are eligible to be considered for a Merit Bonus at their regular performance evaluation time. Merit bonuses shall be awarded based upon the performance of the employee as described in the performance evaluation and in the same amounts as employees who are within the salary range. Merit bonuses shall be awarded in lump sum payments and do not become part of base pay.

Section 8. Salary Effect of Promotions, Demotions, Transfers, and Reclassifications

Promotions. A promotion is the movement of an employee to a position in a class assigned to a higher salary range. The purpose of the promotion pay increase is to recognize and compensate the employee for taking on increased responsibility. When an employee is promoted, the employee's salary shall normally be advanced to the minimum rate of the new position, or to a salary which

provides an increase of at least approximately 5% over the employee's salary before the promotion, whichever is greater. In the event that an employee's salary is increased 5% but does not reach the probation completion amount for the position, that employee's salary shall be advanced to the probation completion amount. Upon promotion, the annual performance review date of the employee will change to the date of the promotion. Promoted employees may upon request of the hiring manager, serve a six-month probationary period except that employees in sworn police, entry level fire, and Department Head positions may serve a twelve-month probationary period. (Note: no pay increase is given at the end of a probationary period for a promoted employee unless promoted to the minimum rate of the pay range). If an employee does not successfully complete the probationary period, the employee may be reassigned to their original position if the position is vacant or a position of similar duties or the employee may be terminated. Longevity date and any applicable market increase will be based upon the employee's hire date. In the event of highly skilled and qualified employees, shortage of qualified applicants, or other reasons related to the merit principle of employment, the City Manager may set the salary at an appropriate rate in the range of the position to which the employee is promoted that best reflects the employee's qualifications for the job and relative worth to the City, taking into account the range of the position and relative qualifications of other employees in the same classification. In no event, however, shall the new salary exceed the maximum rate of the new salary range. In setting the promotion salary, the City shall consider internal comparisons with other employees in the same or similar jobs.

Demotions. Demotion is the involuntary movement of an employee from one position to a position in a class assigned to a lower salary range. When an employee is demoted to a position for which qualified, the salary shall be decreased at least 5%. Salaries of demoted employees may be no greater than the maximum of the new range. The employee's annual performance review date will move to the demotion date. Longevity date and any applicable market increase will be based upon the employee's hire date.

Reassignments. A reassignment is defined as the voluntary movement to a position in a lower salary range. When an employee takes a reassignment, the salary shall be set at the rate in the lower pay range which provides a salary commensurate with the employees' qualifications to perform the job and consistent with the placement of other employees within the same classification. Salary may be retained at the same level when this option does not create internal inequities with other employees in the same or similar job.

Transfers. The salary of an employee reassigned to a position in the same class or to a position in a different class within the same salary range shall not be changed by the reassignment.

Reclassifications. A reclassification is a change in a position's salary grade and title due to substantial and permanent increases or decreases in job responsibilities, complexities, duties and authorities. An employee whose position is reclassified to a class having a higher salary range shall receive a pay increase of approximately 5% or an increase to the probation completion amount of the new pay range, whichever is higher.

If the position is reclassified to a lower pay range, the employee's salary shall remain the same. If the employee's salary is above the maximum established for the new range, the salary of that employee shall be maintained at the current level until the range is increased above the employee's salary. The employee's annual performance review date will move to the reclassification date. Longevity date and any applicable market increase will be based upon the employee's hire date.

Section 9. Salary Effect of Salary Range Revisions

A salary range revision is a change in the salary range or grade assigned to a specific class of positions. The change may be based upon increased salaries in the relevant labor market, recruitment and retention data or increased complexity in job content. When a class of positions is assigned to a higher salary range, employees in that class shall receive a pay increase of at least approximately 5%, or to the minimum rate of the new range, whichever is higher. When a class of positions is assigned to a lower salary range, the salaries of employees in that class will remain unchanged. If this assignment to a lower salary range results in an employee being paid at a rate above the maximum rate established for the new class, the salary of that employee shall be maintained at that level until such time as the employee's salary range is increased above the employee's current salary.

Section 10. Transition to a New Salary Plan

The following principles shall govern the transition to a new salary plan:

- 1) No employee shall receive a salary reduction as a result of the transition to a new salary plan.
- 2) All employees being paid at a rate lower than the minimum rate established for their respective classes shall have their salaries raised at least to the new minimum rate for their classes. If the employee has passed probation, the employee's salary shall be advanced at least to the probation completion amount in the new range.
- 3) All employees being paid at a rate above the maximum rate established for their respective classes shall have their salaries maintained at that salary level with no increases until such time as the employees' salary range is increased above the employees' current salary.

Section 11. Effective Date of Salary Changes

Salary changes approved after the first working day of a pay period shall become effective at the beginning of the next pay period, or at such specific date as may be provided by procedures approved by the City Manager.

Section 12. Overtime Pay Provisions

Employees of the City can be requested and may be required to work in excess of their regularly scheduled hours as necessitated by the needs of the City and determined by the Department Head. Overtime work should normally be approved in advance by the Department Head, City Manager or other designated City official.

To the extent that local government jurisdictions are so required, the City will comply with the Fair Labor Standards Act (FLSA). The Human Resources Director shall determine which jobs are "non-exempt" and are therefore subject to the Act in areas such as hours of work and work periods, rates of

overtime compensation, and other provisions.

Non-exempt employees will be paid at a straight time rate for hours up to the FLSA established limit for their position (usually 40 hours in a 7-day period; 171 hours for police and 212 hours for fire personnel in a 28-day cycle). Hours worked beyond the FLSA established limit will be compensated in either time or pay at the appropriate overtime rate. In determining eligibility for overtime in a work period, only hours actually worked shall be considered; in no event, will Comp. Time, vacation leave, sick leave, or holidays be included in the computation of hours worked for FLSA purposes.

Section 13. Compensatory Time (Comp Time)

Compensatory leave balances may not exceed 40 hours except for public safety employees (sworn police and firefighting employees) who may not accrue more than 48 hours. Any overtime worked after such maximum balances must be compensated in pay.

Employees are required to use or be paid for compensatory time before the start of each fiscal year, by June 30th. Employees if they choose, may retain and carry over up to twelve (12) hours of compensatory time each fiscal year. All other compensatory time will be paid out, in accordance with FLSA standards, upon the last pay period for the fiscal year. Department Heads may exercise discretion in the manner in which employees accrue compensatory time or are paid for overtime.

Whenever practicable, departments will schedule time off on an hour-for-hour basis within the applicable work period for non-exempt employees, instead of paying overtime.

Employees in positions determined to be “exempt” from the FLSA (as Executive, Administrative or Professional staff) will not receive pay for hours worked in excess of their normal work periods. These employees may be granted flexible time by their supervisor on an hour for hour basis where the convenience of the department allows. Such flexible time is not guaranteed to be taken and ends without compensation upon separation from the organization.

In the case of a severe and unusual circumstance including, but not limited to natural disasters, an official “State of Emergency” may be declared by the Mayor. Essential personnel are critical to ensure public safety, provide limited services at a minimum to the City of Hendersonville citizens and customers, and to restore the City of Hendersonville to normal operation.

Therefore, the following policy has been developed to address city operations during periods of State of Emergency situations/disasters.

- 1). Essential employees are expected to report to his/her workstation each work day and to make the necessary advance preparations so he/she can get to work in periods of states of emergencies/ disasters.
- 2). During emergency situations or disasters, an employee may be reassigned to other facilities to assist as needed.
- 3). Emergency Pay when a State of Emergency is declared by the Mayor during disaster situations. All essential exempt and non-exempt employees (excluding the City Manager and department heads) shall be compensated at a rate of one and one half (1 ½) hours for all hours worked above their normal work period. All employees on prior approved leave (vacation or sick)

who do not work during the declared emergency will be unaffected by this policy, unless the employee's presence is deemed as essential and his/her vacation is cancelled by the department head/City Manager.

4). Any employee not reporting to work as directed by his/her department head or the City Manager shall be deemed absent without approved leave and shall be subject to disciplinary action in accordance with the Personnel Policy.

5). Payment of overtime during emergency periods will not jeopardize or change an employee's exempt status.

6). Should the designation of the "State of Emergency" continue for an extended period of time due to severe and unusual circumstances or its aftermath, the City Manager or his/her designee may re-evaluate and modify the compensation rate and any other administrative policies deemed necessary.

Section 14. Call-back and Stand-by Pay

The City provides a continuous twenty-four hour a day, seven day a week service to its customers. Therefore, it is necessary for certain employees to respond to any reasonable request for duty at any hour of the day or night. One of the conditions of employment with the City is the acceptance of a share of the responsibility for continuous service, in accordance with the nature of each job position. If an employee fails to respond to reasonable calls for emergency service, either special or routine, the employee shall be subject to disciplinary actions up to and including dismissal by the City Manager.

Call-back. Non-exempt employees will be guaranteed a minimum payment of two hours of wages for being called back to work outside of normal working hours. "Call-back" provisions do not apply to previously scheduled overtime work (scheduled one or more days in advance).

Stand-by. Stand-by time is defined as that time when an employee must carry a pager or other communication device and must respond immediately to calls for service. Non-exempt employees required to be on "stand-by" duty will be paid for two hours of work for each day of stand-by time they serve. Hours actually worked while on stand-by are calculated beginning when the employee reports to the work site and are added to the regular total of hours worked for the week.

Section 15. Payroll Deduction

Deductions shall be made from each employee's salary, as required by law. Additional deductions may be made upon the request of the employee on determination by the City Manager as to capability of payroll equipment, associated increase in workload and appropriateness of the deduction.

Section 16. Hourly Rate of Pay

Employees working in a part-time or temporary capacity with the same duties as full-time employees

will work at a rate in the same salary range as the full-time employees. Temporary Fellows will be paid according to the Lead for North Carolina program.

Section 17. Longevity Pay

Full-time and part-time employees of the City are compensated for years of continuous service by payment of a longevity supplement based on the following table. Employees shall receive longevity pay in the payroll that contains their anniversary date. Longevity pay shall reflect their continuous years of service as of their anniversary date according to the schedule listed in this section.

Longevity pay may be approved each fiscal year depending upon the financial conditions of the City and would not be considered a part of the annual base pay. Appropriate federal state, retirement, etc. deductions will be made.

Years of Service	Longevity Amount
5 to 9 Years	\$500.00
10 to 14 Years	\$750.00
15 to 19 Years	\$1,000.00
20 or more Years	\$1,250.00

Section 18. Pay for Interim Assignments in a Higher-Level Classification

An employee who is formally designated by the City Manager to perform the duties of a job that is assigned to a higher salary grade than that of the employee’s regular classification shall receive an increase for the duration of the Interim assignment. The employee shall receive a salary adjustment to the minimum level of the job in which the employee is acting or an increase of 5%, whichever is greater. The salary increase shall be temporary and upon completion of the assignment, the employee shall go back to the salary he or she would have had if not assigned in the Interim role, taking into account any increases the employee would have received if they had not been placed in the Interim role.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5-15-2020

Presenter: Susan G. Frady, Development Asst Director

Date of Council Meeting to consider this item: 6-4-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05e

Hendersonville Farmer's Market

This event will be held each Saturday from June 13th until October 31st from 8 a.m. - 1 p.m. on Maple Street. The Hendersonville Farmers Market aims to be a world-class market that contributes to the success of local producers and growers, expands access to farm fresh foods, and creates a vibrant community gathering space. With fresh produce, meats, baked goods, crafts, live entertainment, food trucks, and more, it'll be a weekly outing with something for everybody. Rain or shine!

The Special Events Committee voted unanimously to approve this event.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

I move City Council resolve to approve the special event permit for the Hendersonville Farmer's Market.

Attachments:



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Adam Murr

Department: Admin

Date Submitted: 05/26/2020

Presenter: Adam Murr

Date of Council Meeting to consider this item: 06/04/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05f

End of Year budget amendments.

The attached budget amendments are proposed to correct various overages in various departments within the operating funds that cannot be adjusted without City Council approval (e.g. personnel related appropriations). This standard amendment is carried out each year in June.

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

I move City Council resolve to adopt the budget amendment(s) as proposed.

Attachments:

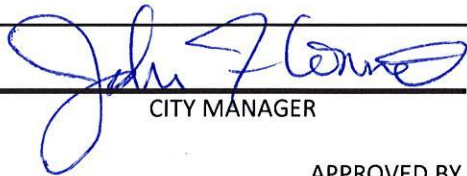
1. End-of-year budget amendments - Governmental
2. End-of-year budget amendments - Enterprise

BUDGET AMENDMENT

FUND: 10

ACCOUNT NUMBER					
ORG	OBJECT	PROJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
100090	444000		INSURANCE SETTLEMENTS	4,511.00	
104110	549900		MISC BD EXPENSE	1,070.00	
104120	532100		TELEPHONE	110.00	
104120	535300		R & M - AUTO/TRUCKS	1,000.00	
104130	512900		SALARIES & WAGES-P/T	500.00	
104140	549750		PERMITS, LICENSE AND FEES	5,000.00	
104150	518300		GROUP MED & LIFE INS	700.00	
104150	518600		WORKER'S COMP INS	1,000.00	
104250	512250		SALARIES & WAGES-HOLIDAY PAY	100.00	
104250	569000		CONTRACTED SERVICES	5,000.00	
104310	512700		SAL & WAGES-SEP ALLOW	24,000.00	
104310	599999		COVID-19	5,000.00	
104310	569000		CONTRACTED SERVICES	10,000.00	
104340	512200		SALARIES & WAGES-O/T	2,000.00	
104340	554000		CAP OUTLAY-MOTOR VEHS	5,500.00	
104340	535300		R & M - AUTO/TRUCKS	4,511.00	
104340	599999		COVID-19	7,000.00	
104510	519000		PROF SERVICES		500.00
104510	521200		UNIFORMS		3,300.00
104510	524000		CONST & REPAIR SUPP		40,000.00
104510	525100		GASOLINE & DIESEL		8,000.00
104510	529900		SUPPLIES & MATERIALS		8,500.00
104510	535300		R & M - AUTO/TRUCKS		10,000.00
104510	539400		TRAVEL		400.00
104510	539500		TRAINING		500.00
104510	552000		CAPITAL OUTLAY-EQUIPMENT		24,400.00
104510	569000		CONTRACTED SERVICES	95,600.00	
104520	532100		TELEPHONE	800.00	
104520	553000		NON-CAPITAL EQUIPMENT		6,300.00
104520	533900		STREET & TRAFFIC LTS		20,000.00
104520	529900		SUPPLIES & MATERIALS	26,300.00	
104520	533900		STREET & TRAFFIC LTS		25,000.00
104520	529900		SUPPLIES & MATERIALS	25,000.00	
109910	599100		CONTINGENCIES		77,802.00
FUND 10			TOTAL REVENUES	4,511.00	-
			TOTAL EXPENDITURES	220,191.00	224,702.00

An end of year amendment to fix various overages in various departmental account lines that cannot be adjusted without City Council approval. This is a standard amendment that is completed each year in June.


 CITY MANAGER

Date: 5-27-20

APPROVED BY CITY COUNCIL:

DATE: 6/4/2020

BUDGET AMENDMENT

FUND: 60 | 67 | 68

ACCOUNT NUMBER					
ORG	OBJECT	PROJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
604140	512200		SALARIES & WAGES - OVERTIME	300.00	
604140	535200		R & M - EQUIPMENT		300.00
604250	512250		SALARIES & WAGES-HOLIDAY PAY	200.00	
604250	569000		CONTRACTED SERVICES		200.00
607110	512200		SALARIES & WAGES-O/T	200.00	
607110	517200		CELLPHONE STIPEND	600.00	
607110	539400		TRAVEL		800.00
607113	512200		SALARIES & WAGES - OVERTIME	400.00	
607113	512900		SALARIES & WAGES - P/T	12,000.00	
607113	539400		TRAVEL		6,200.00
607113	539500		TRAINING		6,200.00
607123	513500		SALARIES & WAGES-UNIFORM/TAXAB	300.00	
607123	539400		TRAVEL		300.00
607124	513500		SALARIES & WAGES-UNIFORM/TAXAB	300.00	
607124	539400		TRAVEL		300.00
607125	512200		SALARIES & WAGES-O/T	2,000.00	
607125	518900		RETIREE INSURANCE	5,000.00	
607125	521200		UNIFORMS		2,000.00
607125	529900		SUPPLIES & MATERIALS		2,000.00
607125	535100		R & M - BUILDINGS		500.00
607125	535200		R & M - EQUIPMENT		1,000.00
607125	549750		PERMITS, LICENSE AND FEES		1,500.00
607126	512200		SALARIES & WAGES-O/T	26,000.00	
607126	512300		SALARIES & WAGES - STANDBY PAY	2,500.00	
607126	513500		SALARIES & WAGES-UNIFORM/TAXAB	1,500.00	
607126	535250		R&M-LINES		30,000.00
607134	512200		SALARIES & WAGES-O/T	5,000.00	
607134	539400		TRAVEL		2,500.00
607134	539500		TRAINING		2,500.00
607135	512200		SALARIES & WAGES-O/T	2,000.00	
607136	512200		SALARIES & WAGES-O/T	8,000.00	
607136	512300		SALARIES & WAGES - STANDBY PAY	1,000.00	
607136	513500		SALARIES & WAGES-UNIFORM/TAXAB	500.00	
607136	535250		R&M-LINES		11,500.00
FUND 60			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	67,800.00	67,800.00
674720	518300		GROUP MED & LIFE INS	3,000.00	
674720	529900		SUPPLIES & MATERIALS		3,000.00
FUND 67			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	3,000.00	3,000.00
684250	512250		SALARIES & WAGES-HOLIDAY PAY	100.00	
684250	512200		SALARIES & WAGES - OVERTIME	200.00	
684710	549750		PERMITS, LICENSE AND FEES	2,500.00	
684710	553000		NON-CAPITAL EQUIPMENT	200.00	
689910	599100		CONTINGENCIES		3,000.00
FUND 68			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	3,000.00	3,000.00

An end of year amendment to fix various overages in various departmental account lines that cannot be adjusted without City Council approval. This is a standard amendment that is completed each year in June.


 CITY MANAGER

Date: 5-27-20

APPROVED BY CITY COUNCIL:

DATE: 6/4/2020

BUDGET AMENDMENT

FUND: 410 | 460

ACCOUNT NUMBER					
ORG	OBJECT	PROJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
4600000	549999		MISCELLANEOUS EXPENSE		284,000.00
4607126	483160	16003	INTEREST INCOME - W/S	14,252.00	
4607126	499100	16003	PROCEEDS OF DEBT	117,701.00	
4607126	575100	16003	COST OF ISSUANCE	131,953.00	
4607126	999060	16003	TRANSFER TO W&S	284,000.00	
4607126	551000	16003	CAP OUTLAY-SERVICES AND FEES		52.00
4607126	557000	16003	LAND,EASEMENT, AND ROW	52.00	
4607124	499100	16007	PROCEEDS OF DEBT (SRF)	6,390,000.00	
4607124	559500	16007	CAP OUTLAY-INFRASTRUCTURE	6,390,000.00	
4607134	551000	16024	CAP OUTLAY-SERVICES AND FEES		136,000.00
4607134	559500	16024	CAP OUTLAY-INFRASTRUCTURE	136,000.00	
4607134	551000	16039	CAP OUTLAY-SERVICES AND FEES		131,000.00
4607134	559500	16039	CAP OUTLAY-INFRASTRUCTURE	131,000.00	
4607126	449100	18017	FIREMEN'S SUPPLEMENTAL PENSION		2,631,000.00
4607126	499200	18017	FUND BALANCE APPROPRIATED	2,631,000.00	
4104750	551000	18029	CAP OUTLAY-SERVICES AND FEES	730.00	
4104750	553000	18029	NON-CAPITAL EQUIPMENT		731.00
4104750	557000	18029	LAND,EASEMENT, AND ROW	1.00	
4607126	557000	18014	Capital Outlay CIP	2,800,000.00	
4607126	499100	18014	Debt	2,800,000.00	
4607124	557000	19025	Capital Outlay CIP		3,500,000.00
4607124	499100	19025	Debt		3,500,000.00
4607136	558000	18032	Capital Outlay CIP	3,030,000.00	
4607136	499100	18032	Debt (SRF)	3,030,000.00	
4607126	558000	17141	Capital Outlay CIP	941,645.00	
4607126	499100	17141	Debt	941,645.00	
FUND 460			TOTAL REVENUES	15,925,329.00	6,131,731.00
			TOTAL EXPENDITURES	13,844,650.00	4,051,052.00
4104500	551000	16031	CAP OUTLAY-SERVICES AND FEES		72,000.00
4104500	999370	16031	TRANSFER TO STW GRANT	72,000.00	
FUND 410			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	72,000.00	72,000.00

An end of year budget amendment to correct the Governmental Capital Project Fund (CPF) and Water and Sewer CPF.


 CITY MANAGER

Date: 5-27-20

APPROVED BY CITY COUNCIL:

DATE: 6/4/2020



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Agenda

Submitted By:

Department:

Date Submitted:

Presenter:

Date of Council Meeting to consider this item:

Nature of Item:

Summary of Information/Request:

Item #

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? If no, describe how it will be funded.

Suggested Motion:

Attachments:

FEMA Documents to sign - Please return to Krystal

**DESIGNATION OF APPLICANT'S AGENT
AND APPLICANT ASSURANCES
FOR PUBLIC ASSISTANCE**

ORGANIZATION NAME (HEREAFTER NAMED ORGANIZATION) **City of Hendersonville**

PRIMARY AGENT	SECONDARY AGENT
AGENT'S NAME Krystal Powell	AGENT'S NAME Brian Pahle
ORGANIZATION City of Hendersonville	ORGANIZATION City of Hendersonville
OFFICIAL POSITION Accounting Supervisor	OFFICIAL POSITION Assistant City Manager
MAILING ADDRESS 160 6th Avenue East	MAILING ADDRESS 160 6th Avenue East
CITY, STATE, ZIP Hendersonville, NC 28792	CITY, STATE, ZIP Hendersonville, NC 28792
DAYTIME TELEPHONE 828-697-3056	DAYTIME TELEPHONE 828-233-3218
FACSIMILE NUMBER	FACSIMILE NUMBER
PAGER OR CELLULAR NUMBER	PAGER OR CELLULAR NUMBER

THE ABOVE PRIMARY AND SECONDARY AGENTS ARE HEREBY AUTHORIZED TO EXECUTE AND FILE APPLICATION FOR PUBLIC ASSISTANCE ON BEHALF OF THE ORGANIZATION FOR THE PURPOSE OF OBTAINING CERTAIN STATE AND FEDERAL FINANCIAL ASSISTANCE UNDER THE ROBERT T. STAFFORD DISASTER RELIEF & EMERGENCY ASSISTANCE ACT, (PUBLIC LAW 93-288 AS AMENDED) OR OTHERWISE AVAILABLE. THIS AGENT IS AUTHORIZED TO REPRESENT AND ACT FOR THE ORGANIZATION IN ALL DEALINGS WITH THE STATE OF NORTH CAROLINA AND THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR MATTERS PERTAINING TO SUCH DISASTER ASSISTANCE REQUIRED BY THE AGREEMENTS AND ASSURANCES PRINTED ON THE SECOND ATTACHED PAGE.

CHIEF FINANCIAL OFFICER	CERTIFYING OFFICIAL
NAME John Buchanan	OFFICIAL'S NAME Barbara Volk
ORGANIZATION City of Hendersonville	ORGANIZATION City of Hendersonville
OFFICIAL POSITION Finance Director	OFFICIAL POSITION Mayor
MAILING ADDRESS 160 6th Avenue East	MAILING ADDRESS 160 6th Avenue East
CITY, STATE, ZIP Hendersonville, NC 28792	CITY, STATE, ZIP Hendersonville, NC 28792
DAYTIME TELEPHONE 828-233-2880	DAYTIME TELEPHONE 828-697-3000
FACSIMILE NUMBER	FACSIMILE NUMBER
PAGER OR CELLULAR NUMBER	PAGER OR CELLULAR NUMBER

APPLICANT'S STATE COGNIZANT AGENCY FOR SINGLE AUDIT PURPOSES (IF A COGNIZANT AGENCY IS NOT ASSIGNED, PLEASE INDICATE):
Greene, Finney LLP

APPLICANT'S FISCAL YEAR (FY) START MONTH: **July** DAY: **01**

APPLICANT'S FEDERAL EMPLOYER'S IDENTIFICATION NUMBER **56-6001242**

APPLICANT'S STATE PAYEE IDENTIFICATION NUMBER **45000300**

CERTIFYING OFFICIAL'S SIGNATURE

APPLICANT ASSURANCES

The applicant hereby assures and certifies that he will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally-assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that it is duly authorized pursuant to appropriate applicant authority and/or a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body and that the agents and officials designated herein are duly authorized under North Carolina law to act on behalf of the organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to the disaster assistance required by the agreements and assurances contained herein.
2. It will comply with the provisions of Executive Order 11988, relating to Floodplain Management and Executive Order 12148, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102 P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act, as amended, 5 USC 1501 et. seq. and 7324 et. seq., which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, 29 U.S.C. Section 201 et seq., as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973, as amended, 42 U.S.C. 40001 et. seq.. Further, Sections 102 and 103 (42 U.S.C. 4012a and 4015) required, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. 306108 (former 16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 or 1974, 54 U.S.C. 312501 et. seq. (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.



**North Carolina Department of Public Safety
Division of Emergency Management**

APPLICANT: CITY OF HENDERSONVILLE

DISASTER: **COVID-19**
FEMA No.: **4487-DR-NC**
PUBLIC ASSISTANCE CFDA# **97.036**

STATE-APPLICANT DISASTER ASSISTANCE AGREEMENT

This Agreement made by and between the State of North Carolina, Department of Public Safety, Division of Emergency Management ("the State") and CITY OF HENDERSONVILLE ("the Applicant") shall be effective on the date signed by the State and the Applicant. It shall apply to all disaster assistance funds provided by or through the State to the Applicant as a result of the disaster named **COVID-19** and pursuant to the Major Disaster Declaration made by the President of the United States numbered FEMA **4487-DR-NC**.

The designated representative of the Applicant (Applicant's Agent) certifies that:

1. The Applicant's Agent has the legal authority under North Carolina law to apply for assistance on behalf of the Applicant, that it is duly authorized pursuant to appropriate Applicant authority and/or a resolution, motion, or similar action has been duly adopted or passed as an official act of the applicant's governing body, and that the agents and officials designated herein are duly authorized under North Carolina law to act on behalf of the organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to the disaster assistance required by the agreements and assurances contained herein.
2. The Applicant shall provide all necessary financial and managerial resources to meet the terms and conditions of receiving Federal and State disaster grant assistance.
3. The applicant shall use disaster assistance funds solely for the purpose for which these funds are provided and as approved by the Governor's Authorized Representative (GAR).
4. The Applicant is aware of and shall comply with cost-sharing requirements of Federal and State disaster assistance: specifically, that Federal assistance is limited to 75% of eligible expenditures, and that State assistance is limited to 25% of the eligible costs. Alternate projects selected by the Applicant may be eligible for only 75% of the approved Federal share of estimated eligible costs.
5. The Applicant shall provide the following completed documentation to the State:
 - a. Designation of Applicant's Agent.
 - b. State-Applicant Disaster Assistance Agreement.
 - c. Private Non-Profit Organization Certification (if required).
 - d. Summary of Documentation Form itemizing actual costs expended for large project payment requests.
 - e. Monthly Progress Reports.
 - f. Copies of Single Audit Reports as applicable.

If the Applicant fails to provide any of the above documentation, the State will be under no obligation to reimburse the Applicant for eligible expenses.

6. The Applicant shall establish and maintain a proper accounting system to record expenditures of disaster assistance funds in accordance with generally accepted accounting principles or as directed by the Governor's Authorized Representative. If applicable, the Applicant shall conduct audit(s) pursuant to the Single Audit Act of 1984, 31 U.S.C. § 7501 *et. seq.*, 44 C.F.R. Part 14, 2 C.F.R. Part 200, OMB Circular A-133, "Audits of States, Local Governments and Non-profit Organizations," and applicable North Carolina laws, rules and regulations.
7. The Applicant shall provide to the State monthly Progress Reports for all open large projects funded by State and Federal disaster assistance grants. The first Progress Report shall be due on the 10th day of the first month following initiation of the project and subsequent Progress Reports will be due on the 10th day of every month thereafter until project completion. Forms and reporting requirements will be provided by the Governor's Authorized Representative (GAR).
8. The Applicant, its employees and agents, including consultants, contractors and subcontractors to be paid with funds provided under this Agreement, shall give State and Federal agencies designated by the Governor's Authorized Representative (GAR), full access to and the right to examine all records and documents related to the use of disaster assistance funds.
9. The Applicant shall return to the State, within thirty (30) days of a request by the Governor's Authorized Representative (GAR), any funds advanced to the Applicant that are not supported by audit or other Federal or State review of documentation maintained by the Applicant.
10. The Applicant shall comply with all applicable codes and standards in the completion of eligible work to repair or replace damaged public facilities.
11. The Applicant shall comply with all applicable provisions of Federal and State statutes, rules and regulations regarding the procurement of goods and services and regarding contracts for the repair and restoration of public facilities.
12. The Applicant shall begin and complete all items of work within the time limits established by the Governor's Authorized Representative (GAR) and in accordance with applicable Federal and State statutes, rules and regulations.
13. The Applicant shall request a final inspection within ninety (90) days after completion of each and every large project funded under this Agreement, or within ninety (90) days after the expiration of the time limit established for each project under Paragraph 12 above, whichever occurs first. Applicant shall present all supporting documentation to State and/or Federal inspectors at the time of final inspection. **The State, as Grantee, reserves the right to conduct a final inspection of any large project after expiration of the ninety-day (90-day) period and to reimburse Applicant only for costs documented at the time of final inspection.**
14. The Applicant shall comply with all applicable Federal and State statutes, rules and regulations for publicly financed or assisted contracts including, but not limited to, non-discrimination, labor standard, and access by the physically handicapped.

15. The Applicant's Designated Agent shall execute and comply with the Lobbying Prohibition certification incorporated herein as Attachment A.
16. The Applicant's Designated Agent shall execute and comply with the Statement of Assurances (SF 424D) document incorporated herein as Attachment B.
17. The Applicant shall not enter into cost-plus-percentage-of-cost contracts for any contracts subject to this Agreement including for debris removal, emergency protective measures, or completion of disaster restoration or repair work.
18. The Applicant shall not enter into contracts for which payment is contingent upon receipt of State or Federal funds.
19. The Applicant shall not enter into any contract with any entity that is debarred or suspended from participation in Federal Assistance. The State and/or FEMA will not be under any obligation to reimburse Applicant for payments made to a debarred or suspended contractor. Applicant may search for debarred or suspended contractors on the "Excluded Parties List System" (EPLS) at the following website: www.sam.gov. The Applicant shall be responsible to ensure that it has checked the State Debarred Vendors Listing, <http://www.pandc.nc.gov/actions.asp> to verify that contractors, Subapplicants or Sub-Recipients have not been suspended or debarred from doing business with federal or State government.
20. The Applicant shall comply with the provisions of 42 U.S.C. § 5155 (Section 312 of the Stafford Act) which prohibits duplication of benefits. Applicant shall notify State immediately if any other source of funds is available to offset disaster assistance provided pursuant to this Agreement. Applicant agrees that eligible costs under this Agreement will be reduced by duplicate benefits received from any other source.
21. The Applicant shall comply with all uniform grant administration requirements required by State and Federal statutes, rules and regulations, including but not limited to, the Robert T. Stafford Disaster Relief and Emergency assistance Act, Public Law 93-288, as amended, Title 44 of the Code of Federal Regulations, 2 C.F.R. Part 200, applicable OMB Circulars, and policy guidance issued by the Federal Emergency Management Agency (FEMA).
22. If the Applicant pays contractors, subcontractors or consultants with funds provided through this Agreement, the Applicant shall include language in all contracts that binds the contractor, subcontractor or consultant to the terms and conditions of this Agreement with the State. Contractual arrangements with contractors, subcontractors or consultants shall in no way relieve the Applicant of its responsibilities to ensure that all funds provided through this Agreement are administered in accordance with all State and Federal requirements.

FOR THE APPLICANT:

Date

56-6001242

Applicant's Federal Tax I.D.
Number (required)

BY: _____

Signature

Typed Name

Mayor

Title

FOR THE STATE:

Date

BY: _____

Signature

Typed Name

Title

ATTACHMENT B

ASSURANCES-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington DC 20503

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of the project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply by the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728-2763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290dd-3 and 290ee-3), as amended relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

- 11 Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12 Will comply with the provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 13 Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333) regarding labor standards for federally-assisted construction subagreements.
- 14 Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L.93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 15 Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) elevation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. § 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 16 Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 17 Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.).
- 18 Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 19 Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE Mayor
APPLICANT ORGANIZATION City of Hendersonville	DATE SUBMITTED



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/26/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 06/04/2020

Nature of Item: Presentation Only

Summary of Information/Request:

Item # 06

Angela Reece will be joining us as our new City Clerk. We will ask Mayor Volk to administer her Oath of Office.

Budget Impact: \$ NA Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

NA

Attachments:

Oath of Office

STATE OF NORTH CAROLINA
COUNTY OF HENDERSON

IN THE MATIER OF
Angela Reece
City of Hendersonville City Clerk

OATH OF OFFICE

I, Angela Reece, do swear (or affirm) that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the Constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; so help me God.

I, Angela Reece, do swear (or affirm) that I will well and truly execute the duties of the office of City of Hendersonville City Clerk according to the best of my skill and ability, according to law; so help me God.

This is the first day of June 2020.

Angela Reece

Sworn to and subscribed before me
this the first day of June 2020.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Brian Pahle & Adam Murr

Department: Admin

Date Submitted: 05/21/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 06/04/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 07

This item contains the City Manager's recommended budget for the City of Hendersonville for fiscal year 2020-21. The recommended budget is balanced in accordance with G.S. 159-8. The budget document, its preparation, and adoption express the basic political values of the City. The Local Government Budget and Fiscal Control Act (LGBFCA) requires mandatory dates at which certain processes must be completed per G.S. 159-10-13.

The annual budget ordinance may be amended any time after its official adoption; however, amendments cannot increase or decrease the tax levy or alter a taxpayer's liability unless the City is ordered to do so by a court of competent jurisdiction, or by a State agency having the power to compel the levy of taxes. Appropriations between departments or divisions within one fund, other than salaries, including contingency appropriations, may be transferred therein by the City Manager as long as the original total appropriated balance for the fund is not changed.

Upon adoption of a budget for FY2020-21, a final approved budget document will be compiled, posted on the City website, furnished in the office of the City Clerk, and submitted to the Government Finance Officers Association (GFOA) for consideration in the Distinguished Budget Presentation Award Program.

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? ^{N/A} If no, describe how it will be funded.

Suggested Motion:

I move City Council resolve to adopt the fiscal year 2020 - 2021 Budget Ordinance, Capital Reserve Fund Ordinance, Resolution of Intent, Reimbursement Resolution, and Capital Project Ordinances as presented in attachment A.

Attachments:

Attachment A - City of Hendersonville Recommended Budget Fiscal Year 2020 - 2021.

City of Hendersonville, NC



Recommended Budget FY2020-2021

Vision Statement

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

Mission Statement

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.

About the Cover

“Our Four Seasons”

Sponsor(s): Hendersonville Family YMCA

Artist: Dee Ballenger

To Benefit: Hendersonville Family YMCA

Auction Date: October 24th, 2020

Bearfootin’ Public Art

Started in 2003, Bearfootin’ was created as a fun way to raise money for local charities, while displaying colorful artwork along the downtown sidewalks. A yearly event, the public display of art begins every April and continues through October. Local artists create unique and beautiful artwork, made of fiberglass and hand painted, and every year the new art display is unveiled for exhibition in the spring.

The Bearfootin’ Public Art Walk has consistently brought joy to visitors of Historic Downtown Hendersonville while raising a considerable amount of money for local charities and art in Historic Downtown. Sponsored by downtown businesses, each year has a different theme. While most of the years have been bears, there have been several that were other animals. In 2009 it was the year of goats.

Each work is unique and creative, with their personal theme. They are displayed along the sidewalks throughout Main Street and 7th Avenue in Downtown Hendersonville, and can be viewed at any time of the day or night.

Preface

No other aspect of public administration has undergone as much reform or been the focus of attention for political leaders, mayors to presidents, as the annual budget. The budget document and its preparation and adoption express the basic political values of a government. Budgets reflect the negotiations and compromises undergone during the continuous process of budget adoption. They define government's economic and political role in a community, guiding, sanctioning, and limiting administrative action. Budget not only represent plans for the future, they also mold that future by the policies they contain. A good budget establishes a vision for its respective community and communicates, with utmost transparency, the vision for the future.

The budget document is a tool for maintaining financial accountability. Yet as its preparation has evolved, it has become a forum for establishing strategic goals and performance expectations. The resulting budget has become the public record of a community dialogue for improving organizational performance and management oversight. These attributes demand accountability from administrators and policy makers alike. The budget's quality is dependent upon the quality of input provided throughout the budgeting process.

As the City of Hendersonville advances its organizational excellence and budgetary practices, ultimately making the leap from a good organization to a great one, it will be mindful of the aforementioned role of public budgeting. Providing a transparent document, setting policy and providing accountability will be common practice in this City. The most successful cities are helping citizens, customer, and partners discover budget linkages. Our City will provide the tools necessary to not only decipher this important document but also participate in its conception. This practice is not an accomplishment easily achieved however, by acknowledging the aforementioned criteria and goals the City of Hendersonville continues its pursuit of exemplary budget practices.

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City of Hendersonville for its annual budget for Fiscal Year 2019 which began July 1, 2018. In order to receive this award, a governmental unit must publish a budget document that meets specific program criteria as a policy document, an operations guide, a financial plan, and a communications device.

The City has taken a year off of submission for this award to recreate its budget document in a business intelligence format. This pursuit will provide a live time budget which stakeholders can access at any time and find real time data. This presentation will increase transparency while still meeting GFOA criteria. A submission will be made for the FY20-21 Budget.

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The purpose of the *Budget Guide* is to introduce readers to the budget document and processes, assisting in the reader’s understanding of the information contained throughout. The Local Government Budget and Fiscal Control Act (LGBFCA) defines the annual budget as “a proposed plan for raising and spending money for specified programs, functions, activities, or objectives during a fiscal year” [G.S. 159-7(b)(1)]. The *Budget Guide* will briefly describe the sections contained within the budget document, explain the budget process, explain how to read charts and graphs and interpret numbers, as well as how to understand the effects of inflation. Note that sample charts and tables do not reflect accurate financial information for the City of Hendersonville.



The Budget Document

This annual budget provides local officials an opportunity to review and evaluate programs and services. During most of the year, local officials are hard pressed to maintain day-to-day duties and may not have time to evaluate how efficiently and effectively a particular program is achieving its established goals. Even if no changes are made, the City of Hendersonville benefits from the overview of programs and enhances perspective for decisions that must be made every day. The GFOA budget document submitted for FY20-21 will consist of eight major sections: Introduction, Community and Organizational Profile, Financial Summaries, General Fund, Enterprise Funds, Other Funds, Capital Improvement Plan, and Supplemental Information.

Budget Message & Ordinance

The Budget Message is a letter from the City Manager to the City Council that provides an overview of the upcoming fiscal year budget and how it fits with the City Council's priorities. This message should introduce and summarize the budget document, including issues facing the development of the budget, significant budgetary items and trends, and the budgetary effect on short and long-term plans. General Statute 159-11(b) states that the message should include the following:

- A concise explanation of the governmental goals fixed by the budget for the budget year
- Important features of the activities anticipated by the budget
- Reasons for stated changes from the previous year in program goals, programs, and appropriation levels
- Any major changes in fiscal policy

The Budget Ordinance is a statute, legally adopted by the City Council to set spending limits for the coming fiscal year, which runs from July 1 to June 30. The Budget Ordinance also establishes the Capital Improvement Plan, Pay and Classification Schedule, and Fee Schedule set for the coming fiscal year.

Community and Organization Profile

This section of the budget document highlights general information about the Hendersonville community including historical, geographical, demographic, and economic features. Within the organizational profile, the reader will find information about the City's governmental structure and the financial policies and management systems that guide the budget process.

Financial Summaries

The Financial Summaries section provides a summary of revenues, expenditures, fund balance, and debt obligation for the City of Hendersonville's funds. Information provided in both numerical and narrative format increases the reader's ability to determine how much money each fund is spending and generating.

A fund is an independent fiscal and accounting entity. Funds make it easier to keep track of accounts that operate similar types of activity and share the same set of accounting records. The City of Hendersonville operates two major funds, the General Fund and the Water and Sewer Fund. The City also operates a variety of other non-major governmental funds.

General Fund

The General Fund accounts for all governmental services that do not generate sufficient revenue to support their activities, such as general government, public safety, and public works. The reader will find information on each department, including a description of the department's purpose, prior fiscal year accomplishments, coming fiscal year initiatives, budget highlights, budget trends, personnel counts, and performance measures.

Enterprise Funds

The Water and Sewer Fund is an enterprise fund, which means it operates as a public enterprise. Public enterprises generate funding through user charges and most are self-supporting. User charges refer to charges applied to those who voluntarily use or receive certain government services or facilities. City customers pay fees for water consumption and sewer usage to cover the cost of water distribution and wastewater treatment. The City is permitted by law to charge higher rates for customers outside their boundaries; such higher rates are common. The rates established by the Water and Sewer Fund are not subject to regulation by the State Utilities Commission. Additionally, the City operates an Environmental Services Fund and Stormwater Fund: enterprise funds that provides sanitation and stormwater services, respectively. These Funds are self-supporting, utilizing a base charge and other user fees.

Other Funds

The City of Hendersonville has a variety of other funds including the Main Street Tax District Fund, the Historic Seventh Avenue Tax District Fund, Health and Welfare Fund, Capital Reserve Fund, to name a few. Each fund accounts for revenues and expenditures associated with a special function or area.

Each fund consists of individual line items that represent specific expenditures and revenues. Examples of line item expenditures include, but are not limited to, salaries, insurance, maintenance and repair, supplies, and capital outlay. Examples of line item revenues include, but are not limited to, property tax revenues, sales tax revenues, grants, and fees. Line items are the most detailed way to list budgeted expenditure and revenue information.

Capital Improvement Plan (CIP)

A Capital Improvement Plan (CIP) is the central planning tool for capital projects and acquisitions. The CIP is a multiyear forecast detailing major capital infrastructure and equipment needs, appropriations needed to satisfy needs, sources of financing for specified projects, and the impacts of projects on the organization. The CIP is commonly reevaluated annually, the document changes as project timelines come closer to execution.

Supplemental Information

This section contains other financial information about the City of Hendersonville, a glossary of terms used throughout the document, and other pertinent City information, such as personnel listings and summary information.

The Budget Process

In accordance with the Local Government Budget and Fiscal Control Act (LGBFCA), the budget document for fiscal year ending June 30, 2021, meets the balanced budget and inclusiveness requirements. The inclusiveness requirement means the City may only spend moneys that have been budgeted [G.S. 159-8(a)]. The balanced budget requirement means that any budget ordinance, project ordinance, financial plan, or internal service fund must balance. General Statute 159-8(a) defines a balanced budget as “the sum of estimated net revenues and appropriated fund balances is equal to the appropriations.” A final legal limit on this budget document is G.S. 159-15, addressing a local government’s ability to set a property tax levy and the regulations regarding that levy. Whether this budget is used primarily as a planning vehicle or as a means of reaching political agreement about budgetary policies, this document adheres to the three legal limits listed above and follows a process provided by the LGBFCA.

There are three general stages of budget preparation and enactment including: (1) departmental formulation of expenditure requests and revenue estimates, (2) preparation of a recommended budget document by the budget officer, and (3) review and enactment of the annual budget ordinance by the respective governing body.

At the start of the budgeting process, it is common for the budget officer to produce a budget calendar, detailing the dates by which each stage in the annual budget process is to be completed. The LGBFCA requires mandatory dates at which certain processes must be completed [G.S. 159-10-13]. Departmental requests must be submitted to the budget officer before April 30. A recommended budget must be given to the governing body no later than June 1, and the governing body must enact the budget ordinance at the start of the fiscal year, July 1.

The following is a copy of the City of Hendersonville’s proposed Budget Calendar for FY20-21:

City of Hendersonville Budget Calendar Fiscal Year 2020-2021		
Budget Procedure	Legally Required Date	Projected Date
Distribute CIP Requests		10/14/2019
Department Head Retreat		11/21/2019 - 11/22/2019
CIP Requests Due		12/06/2019
CIP Meetings w/ Department Heads		December & January
Distribute Budget Request Forms		01/06/2020
Budget Request Forms Due	04/30/2020	02/07/2020
Preliminary Rev./Exp. Estimates		02/11/2020 - 02/14/2020
Council Retreat & Budget Preview		02/27/2020 - 02/28/2020
Special Appropriations Due		02/28/2020
Prelim. Budget Review - Admin.		03/03/2020 - 03/06/2020
Meetings w/ Dept. Heads		03/16/2020 - 03/20/2020
Revised Rev./Exp. Estimates		03/27/2020
Budget Review & Adjustments		April
Budget Memos		April
Budget Workshop		05/08/2020
Public Notice of Budget Hearing	By 06/01/2020	05/15/2020
Budget to City Council and Clerk	By 06/01/2020	05/15/2020
Public Budget Hearing & Adoption	By 07/01/2020	06/04/2020
Fee Schedule, Pay Scale, Special Budgets, and CIP included in Budget Ordinance		
See the Local Government Budget and Fiscal Control Act for information on budget formulation and adoption		

Upon submission of the annual budget document, the governing body must schedule a public hearing, detailing that a budget has been submitted and that copies are available for public inspection [G.S. 159-12(b)]. The notice will provide the time, date, and place of the budget hearing. The City of Hendersonville strives to provide ample time between notice and the hearing date in order to provide the public an opportunity to attend the hearing. These strong public participation practices will improve the City's responsiveness and accountability. Stakeholder input throughout the planning and budgeting process is highly recommended by the National Advisory Council on State and Local Budgeting Recommended Budget Practices.

Several legal provisions apply to the governing body review and adoption of the Budget Ordinance. First, ten days must elapse between submission of the budget and adoption of the Budget Ordinance [G.S. 159-13(a)]. Also, the governing body may conduct its review in both special and regular meetings. Open meetings laws (see G.S. 143-318.12) apply to the aforementioned situations, each board member must be notified of said meetings, and only budget matter may be discussed during said meetings (G.S. 159-17). There is no provision allowing for closed sessions for the local budget process.

Another process in budget preparation and enactment is amending the budget. A policy statement detailing the procedures required in amending the budget is found in the *Community & Organization Profile* section of this document. A budget may need to be amended because revenue forecasts are developed months in advance of the fiscal year, these revenue collections may deviate, and expenditures and emergencies may arise requiring extra funding. A policy should specify the exact circumstances under which the legislative body may amend the budget. Most budget amendments follow the same deliberative process: the Manager first proposes a package of amendments and the full Council then considers and acts upon the proposal.

Finally, the budget is enacted upon official adoption of the Budget Ordinance, not later than July 1st. If the budget is not adopted, then G.S. 159-16 requires that an interim budget be adopted. The purpose of an interim budget is to ensure normal operations continue without any changes in program funding. Upon adoption of the Budget Ordinance, G.S. 159-13(d) requires the budget be entered into governing body's minutes within five days of adoption.

Reading the Budget Document

The budget document contains an abundance of diverse and valuable information. The hefty amount of numbers and information can make navigating and deciphering the document a difficult task for any reader. This section is meant to assist the reader in understanding the data presented and other supplemental information.

Sections of the budget are identified in the top right corner of each page. These headings identify the subject, fund, department, or division being discussed and assist the reader in locating the information for which they are looking. Within each section, bold and underlined headings identify major topics related to that section. Under these headings, the reader may find written information as well as information presented in table or chart form. The document highlights other important terms and categories by identifying them in bold or italic. This document also provides a glossary of terms located in the *Supplemental Information* section located at the end of this document.

Interpreting Tables & Charts

The budget document uses tables and charts to provide visual representations of data. The tables and charts allow readers to easily compare funds and departments as well as observe historical trends. Most sections contain tables and charts similar to the examples depicted in this section. The diagrams identify the major characteristics of each table and chart and explain what information the reader can find.

The following are examples of summary tables which a reader may encounter in reading this budget document (all data is fictional):

	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Prior year actual budget data from audit reports </div> FY18-19 ACTUAL	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Current year budget, including amendments </div> FY19-20 REVISED <i>5/5/2020</i>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Adopted budget for the upcoming year </div> FY20-21 BUDGET	DOLLAR CHANGE
EXPENDITURES				
Personnel/Benefits	9,542,877	10,825,544	11,488,748	663,204
Operating	4,141,715	4,776,070	4,624,186	(151,884)
Capital	756,444	796,750	786,793	(9,957)
Debt Service	860,850	1,129,571	1,420,319	290,748
TOTAL EXPENDITURES	15,301,886	17,527,935	18,320,046	792,111

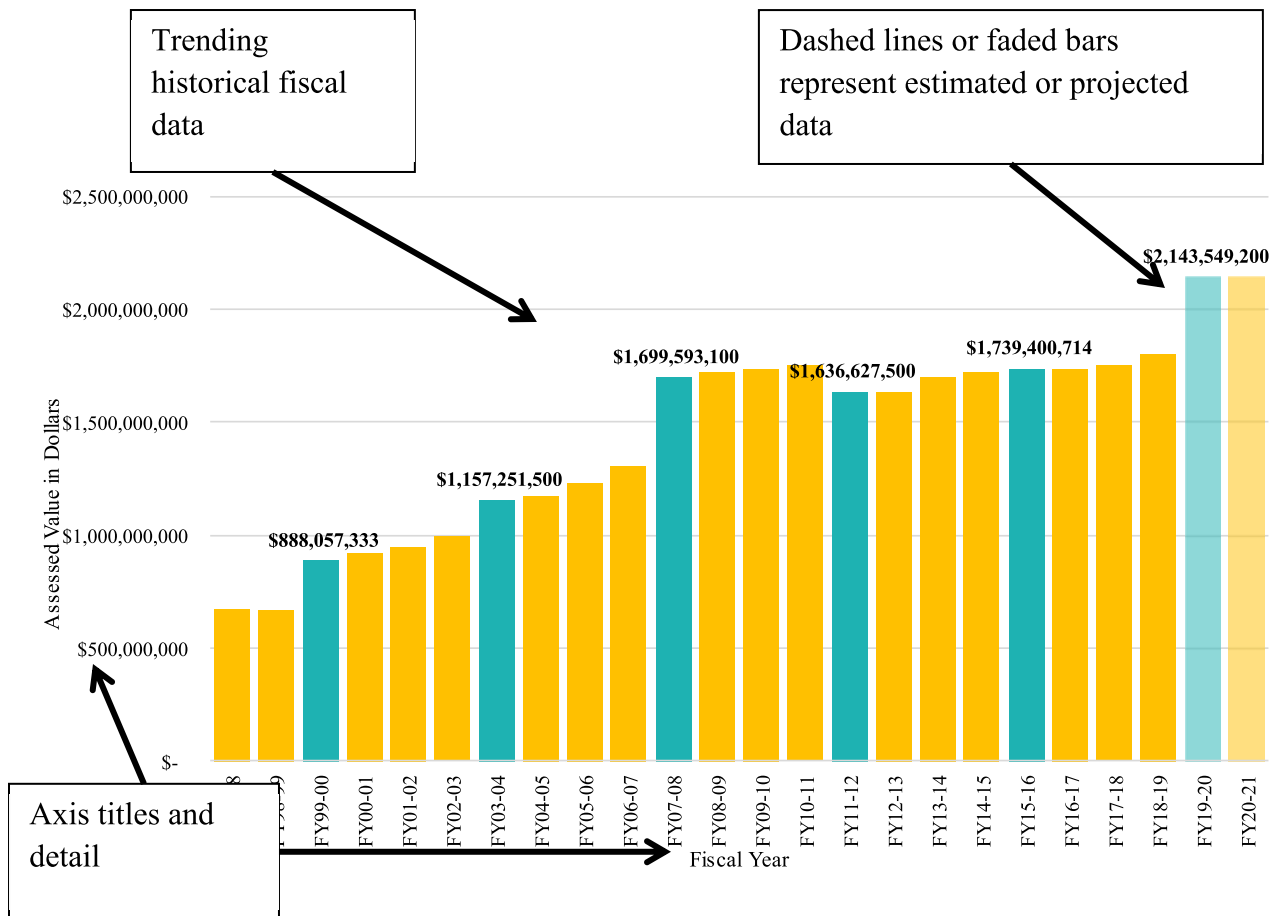
	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Includes salaries, FICA costs, insurance, 401k, & retirement costs </div> FY18-19 ACTUAL	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Includes all items not associated with personnel, benefits, or capital such as utilities, dues, phone, supplies, etc... </div> FY19-20 REVISED <i>5/5/2020</i>	FY20-21 BUDGET	DOLLAR CHANGE
EXPENDITURES				
Personnel/Benefits	9,542,877	10,825,544	11,488,748	663,204
Operating	4,141,715	4,776,070	4,624,186	(151,884)
Capital	756,444	796,750	786,793	(9,957)
Debt Service	860,850	1,129,571	1,420,319	290,748
TOTAL EXPENDITURES	15,301,886	17,527,935	18,320,046	792,111

Includes capital items such as land, vehicles, equipment, etc...

Includes annual debt service payments

Change between current year and adopted budgets

The following is an example of a historical chart which a reader may encounter in reading this budget document (all data is fictional):



Performance Budgeting

Performance measurement is the creation of criteria for reporting the quality or quantity of performance by a specific individual or organization. In response to heightened public scrutiny and pressure for increased service quality, the public sector has seen an equal increase in performance measurement initiatives. A good set of performance measures will reveal how efficiently a given service was rendered, at what level of quality it was delivered, and what effect it is having on the recipients of the service and the community as a whole. The following is a list of some of the advantages of engaging in performance measurement:

- ✓ Accountability/communication
- ✓ Support of planning/budgeting efforts
- ✓ Catalyst for improved operations
- ✓ Program evaluation
- ✓ Reallocation of resources

- ✓ Directing operations
- ✓ Contract monitoring
- ✓ Benchmarking

The City of Hendersonville is aware that without considerable thought and planning a performance measurement initiative can produce externalities, or unwanted/anticipated results. For example, say the City adopts a *tons of asphalt used per employee* performance measure. If not monitored and communicated effectively, then the City may experience employees digging cutouts wider and deeper than necessary (i.e., using more asphalt) to “improve” their performance ratings. The overall implication of any performance measurement is that managers and supervisors can select the appropriate measure by narrowly defining the function they want to know more about and effectively communicating the purpose to which they want to put that information. A reader will find a *Performance Budgeting* section in the City’s GFOA budget which will further detail the continued initiative.

Current Dollars, Constant Dollars, and Inflation Comparisons

Comparing the amount of revenues received or expenditures spent by a local government one year to the amount received or spent in another year can be misleading. Although the more recent number may be large, it might represent resources with less buying or spending power than the smaller figure from an earlier year. This is the result of market inflation. So, steadily increasing expenditures may be more attributable to inflation rather than loss of efficiency or service expansion. Meaningful comparisons can be made possible by controlling for inflation and converting current dollars to constant dollars. Comparisons can also be seen by converting revenue and expenditure numbers to an index.

The saying “a dollar doesn’t go as far as it used to,” is exactly right. Consider the case of current dollars and constant dollars. First, current dollars are those dollars that are represented in financial statements. They are real and represent the actual spending that year. Constant dollars are a conversion of the current dollars, controlling for the effects of inflation. So, a current dollar is \$1.00; however, a constant dollar may be worth \$0.85. This conversion is done using a price index. There are two good indexes that provide representative effects of inflation. They are the Consumer Price Index (CPI) and the Implicit Price Deflator (IPD); this document utilizes the CPI. It is important to remember that these gauges are not perfect but do provide more meaningful values for comparisons.

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CITY COUNCIL:
BARBARA G. VOLK
Mayor
JERRY A. SMITH, JR.
Mayor Pro Tem
JEFF MILLER
DR. JENNIFER HENSLEY
LYNDESEY SIMPSON

CITY OF HENDERSONVILLE

The City of Four Seasons

OFFICERS:
JOHN F. CONNET
City Manager
SAMUEL H. FRITSCHNER
City Attorney
TAMMIE K. DRAKE
City Clerk

ADMINISTRATION

May 18th, 2020

The Honorable Barbara G. Volk, Mayor
Members of the City Council
Hendersonville, North Carolina

Dear Mayor Volk and Members of the City Council,

Pursuant to section 159-11 of the North Carolina General Statutes, I am pleased to present the recommended budget for Fiscal Year (FY) 2020-2021 for your review and consideration.

The FY20-21 Budget is based upon information presented and discussed during our City Council/Staff Retreat on February 27th – 28th, 2020. In addition, the City Council attended one Budget Workshop on May 8th, 2020. These meetings provided an avenue for priority setting, fact finding, and general inquiries regarding the City's Budget for FY20-21.

The City maintains six focus areas, provided as follows:

Economic Vitality: Hendersonville is a welcoming place for all businesses and promotes growth-encouraging policies.

Strong Partnerships: Hendersonville develops strong partnerships with residents, government agencies, non-profits, and visitors to ensure effective two-way communication.

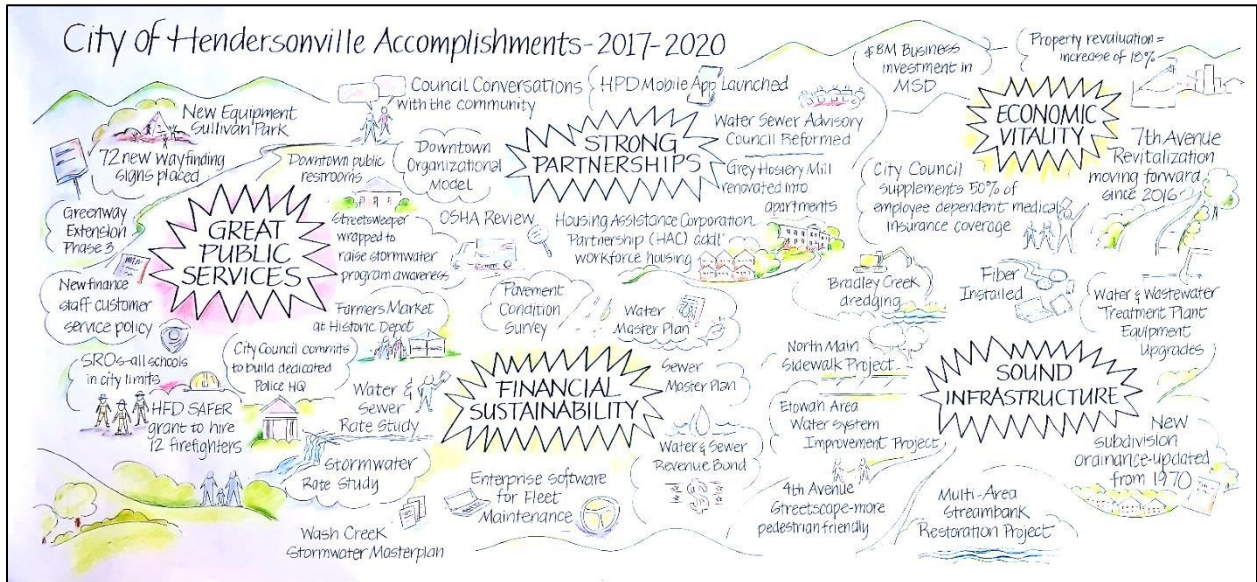
Sound Infrastructure: Hendersonville constructs and maintains efficient and accessible roads, sidewalks, and greenway trails – extending connectivity. Hendersonville provides high quality water and wastewater services and protects natural resources – ensuring capacity for sustainable growth.

Numerous Amenities: Hendersonville advances the beauty, diversity, and well-being of western North Carolina by supporting the community's ability to provide educational, recreational, and cultural activities, events, and programs for all residents and visitors.

Great Public Services: Hendersonville provides high quality customer service – enhancing the health, safety, and quality of life for citizens and visitors.

Financial Sustainability: Hendersonville supports fiscal policies and controls that ensure the long-term financial health and responsiveness of the City to unforeseen challenges and opportunities. Hendersonville promotes the responsible management of public resources to ensure efficient and effective delivery of quality services.

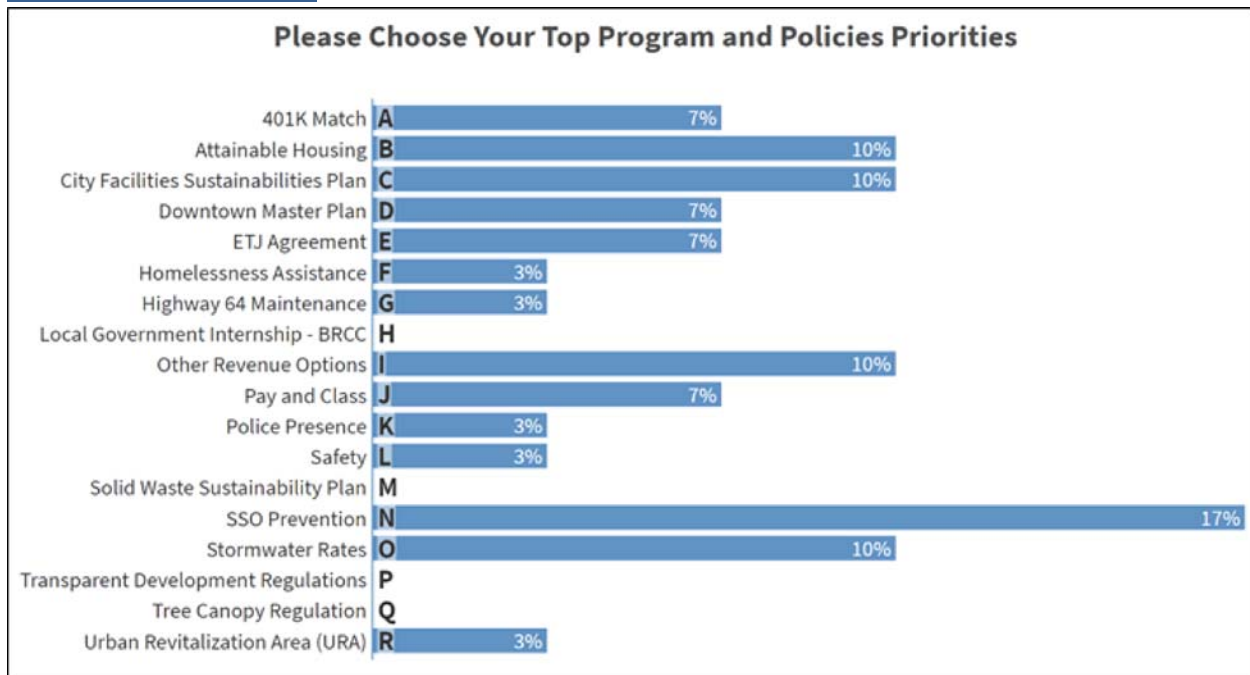
At the 2020 Council Retreat we reviewed many of the City’s prior year accomplishments. Below is the graphic of the wall charts of successes reviewed at the Retreat:



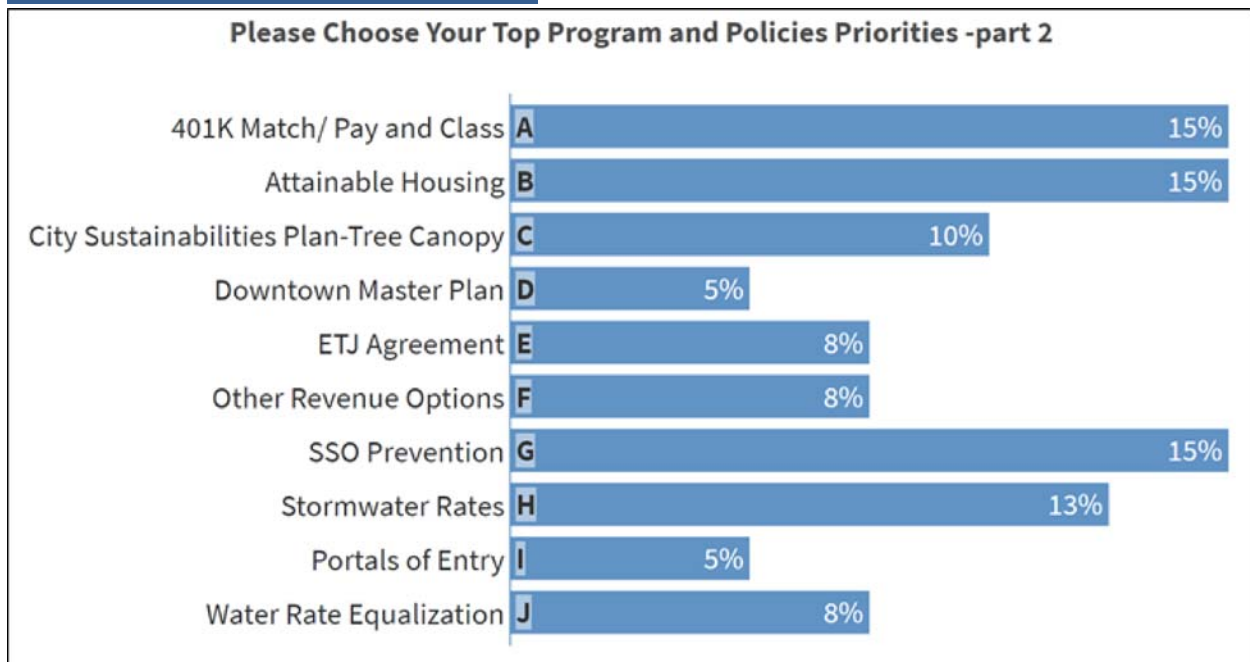
We continue to enhance our programs and services in this budget for fiscal year 2020-21. We plan to review our accomplishments and conduct this exercise again in FY23-24.

City Council Members have expressed their motivations for serving on City Council, individual interests and concerns, 2030 legacy vision, and ranked program, policy, and project priorities.

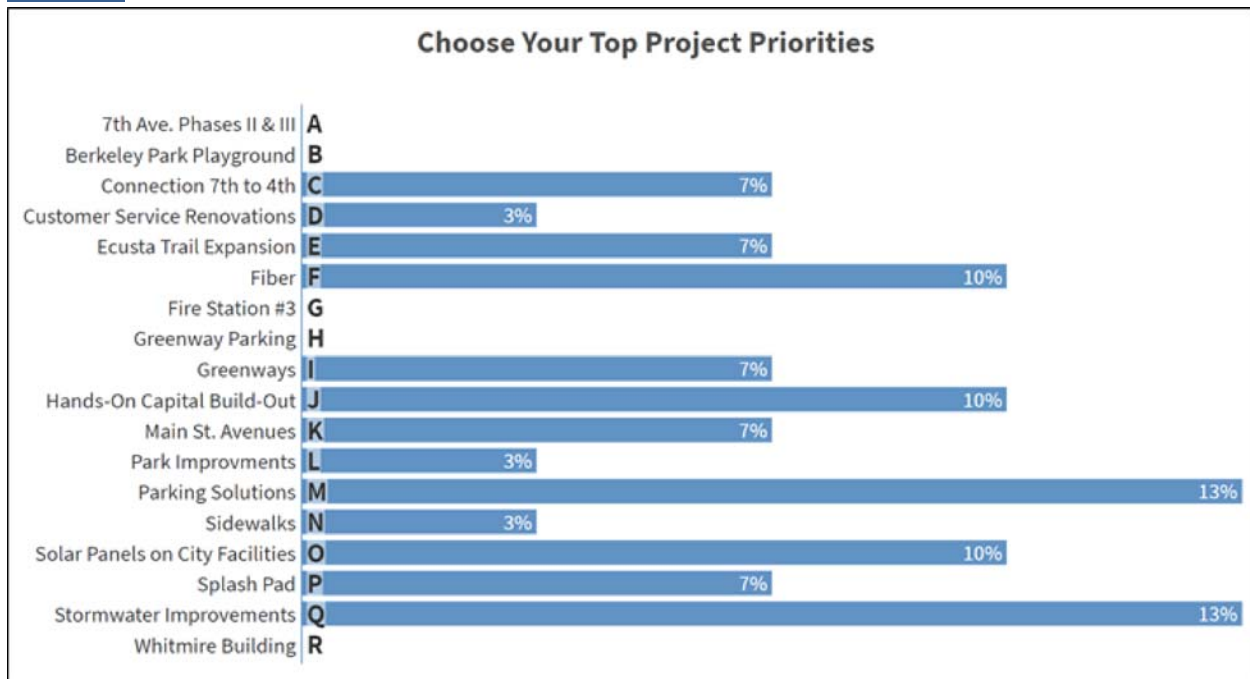
Programs and Policies:



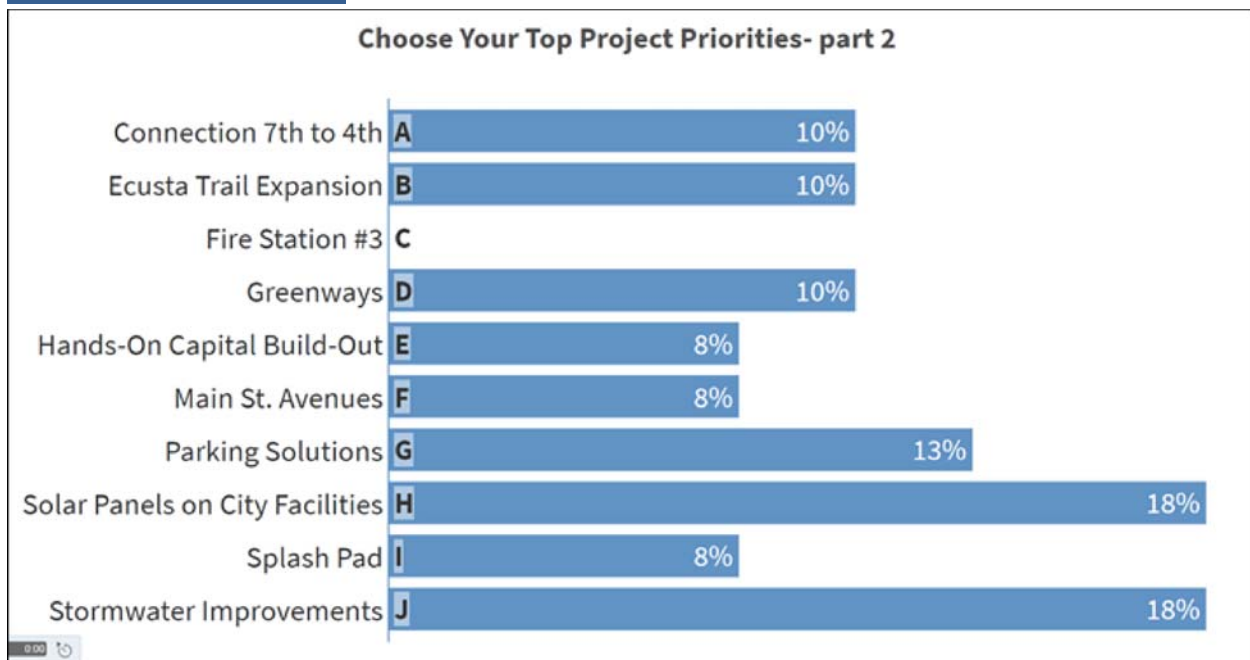
Programs and Policies, narrowed down:



Projects:



Projects, narrowed down:



The City Council agreed to keep the strategic focus areas as previously defined and expanded on their 2030 legacy vision for Hendersonville. The following vision and focus areas were developed at the Council/Staff Retreat:

- | | |
|---|---|
| <ul style="list-style-type: none"> • <u><i>Attainable Housing</i></u> <ul style="list-style-type: none"> ○ Higher Density ○ Lower Unhoused Population ○ Strengthening Economy ○ Development Assistance • <u><i>Zero Hungry Children</i></u> <ul style="list-style-type: none"> ○ Access to Food • <u><i>Sound Public Transportation</i></u> • <u><i>Sustainability</i></u> <ul style="list-style-type: none"> ○ Less Plastic ○ Recycling ○ Solar ○ Composting ○ No Styrofoam • <u><i>Unified Water and Sewer Rates</i></u> <ul style="list-style-type: none"> ○ Support Economic Development ○ Water Quality ○ Promote Growth ○ Profitable, Stable, and Expanded System • <u><i>Expanded Greenway System</i></u> <ul style="list-style-type: none"> ○ Business and Development along Greenways • <u><i>Strong Fund Balance</i></u> | <ul style="list-style-type: none"> • <u><i>Improved Infrastructure</i></u> <ul style="list-style-type: none"> ○ Walkability ○ Sidewalks Throughout ○ Zero Sanitary Sewer Overflows (SSOs) ○ Stormwater • <u><i>Tax Base Growth</i></u> <ul style="list-style-type: none"> ○ Low Tax Rate • <u><i>Competitive Employee Benefits</i></u> • <u><i>Two Large Economic Investments</i></u> <ul style="list-style-type: none"> ○ Similar to Sierra Nevada • <u><i>Downtown Economic Prosperity</i></u> <ul style="list-style-type: none"> ○ Master Plan Document ○ Expand Main Street Infrastructure • <u><i>High Levels of Service</i></u> • <u><i>Partnership with the County</i></u> • <u><i>More Recreational Opportunities</i></u> <ul style="list-style-type: none"> ○ Berkeley Park • <u><i>Cohesive Council</i></u> • <u><i>Increased Community Participation</i></u> <ul style="list-style-type: none"> ○ Communicate ○ Engage ○ Diversity |
|---|---|

The vision, projects, and priorities listed above guided decision making in this budget process. City Council and Staff reviewed these items at the May 8th, 2020 Budget Workshop.

The following budget message contains an overview of all budgeted funds for FY20-21.

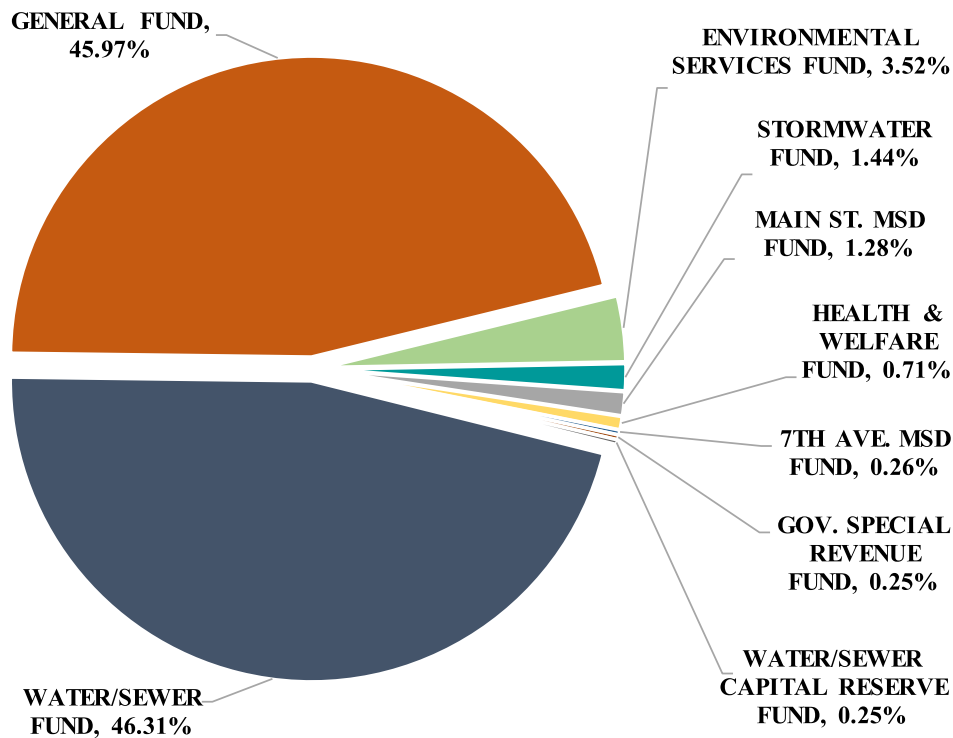
Introduction

The following document contains the City Manager’s FY20-21 Recommended Budget. This budget includes nine (9) governmental and proprietary funds. The table below presents the budget for each City fund and the total budget in balance:

MAJOR FUNDS OVERVIEW FY20-21

	EXPENDITURES	REVENUES	FUND BALANCE APPROP.
WATER/SEWER FUND	\$ 18,455,397	\$ 17,605,675	\$ 849,722
GENERAL FUND	18,320,046	17,062,891	\$ 1,257,155
ENVIRONMENTAL SERVICES FUND	1,404,017	1,308,800	\$ 95,217
STORMWATER FUND	575,423	541,790	\$ 33,633
MAIN ST. MSD FUND	509,553	472,410	\$ 37,143
HEALTH & WELFARE FUND	282,480	282,480	\$ -
7TH AVE. MSD FUND	102,256	75,250	\$ 27,006
GOV. SPECIAL REVENUE FUND	100,500	21,000	\$ 79,500
WATER/SEWER CAPITAL RESERVE FUND	100,000	100,000	\$ -
SUB-TOTAL	\$ 39,849,672	\$ 37,470,296	\$ 2,379,376
TOTAL IN BALANCE		<u>\$ 39,849,672</u>	

The chart below presents each fund as a percent of total expenditures:



General Fund

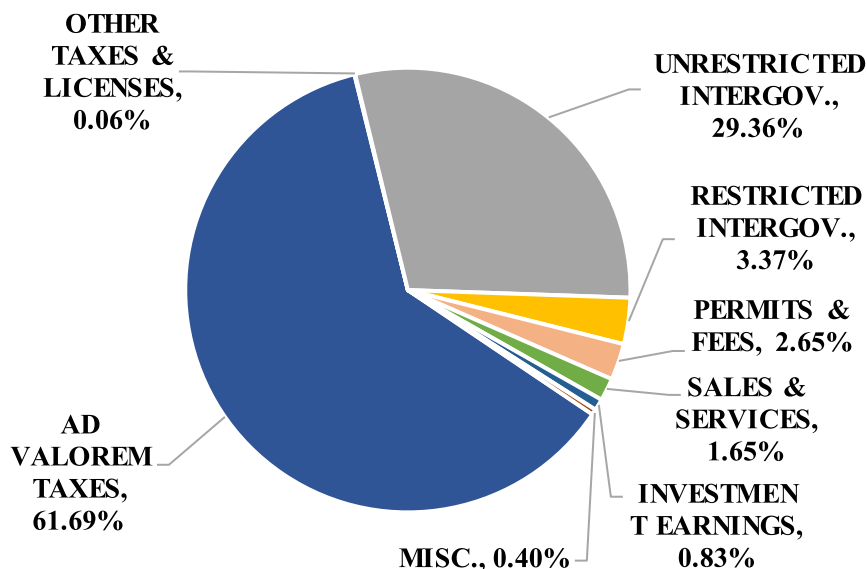
The General Fund is the primary fund in terms of the operating budget. It is “general” because any transaction that cannot be accounted for in another fund must be recorded in the General Fund. The General Fund Budget totals **\$18,320,046** for FY20-21.

General Fund – Revenues

The following section will detail the City’s operating revenues for the General Fund. The total budget for General Fund revenues, excluding “Other Financing Sources”, is **\$16,772,891**. The table below details the City’s General Fund operating revenues by source for FY20-21:

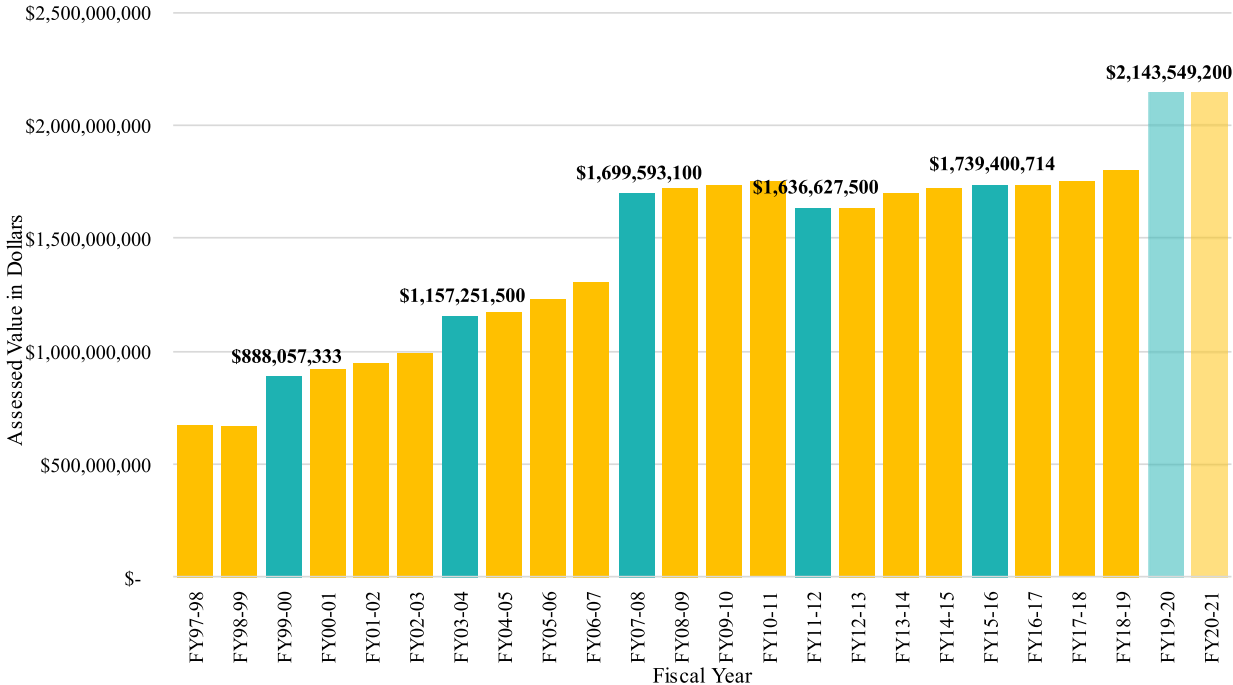
	<u>FY19-20</u> <u>REVISED</u> <i>5/5/2020</i>	<u>FY19-20</u> <u>ESTIMATE</u> <i>5/5/2020</i>	<u>FY20-21</u> <u>BUDGET</u>	<u>FY20-21</u> <u>ESTIMATE</u>	<u>DOLLAR</u> <u>CHANGE</u>	<u>PERCENT</u> <u>CHANGE</u>
REVENUES						
Ad Valorem Taxes	(10,377,123)	(10,436,233)	(10,347,500)	(10,660,538)	29,623	-0.3%
Other Taxes & Licenses	(9,500)	(8,897)	(9,500)	(9,787)	-	0.0%
Unrestricted Intergov.	(5,066,626)	(5,142,764)	(4,923,846)	(5,072,805)	142,780	-2.8%
Restricted Intergov.	(529,645)	(529,645)	(564,645)	(581,727)	(35,000)	6.6%
Permits & Fees	(446,750)	(395,411)	(444,400)	(457,844)	2,350	-0.5%
Sales & Services	(297,500)	(241,845)	(276,500)	(284,865)	21,000	-7.1%
Investment Earnings	(140,000)	(127,180)	(140,000)	(140,000)	-	0.0%
Miscellaneous	(90,090)	(94,125)	(66,500)	(68,512)	23,590	-26.2%
TOTAL REVENUES	(16,957,234)	(16,976,100)	(16,772,891)	(17,276,078)	184,343	-1.1%

The chart below presents each source as a percent of total budgeted revenues for FY20-21:



Ad Valorem Tax: Ad valorem taxes encompass the largest portion of the General Fund revenues. These are the most controllable revenues in the City budget. The recommended tax rate is **\$0.49** per **\$100** valuation, no change over last fiscal year. The \$0.49 level is estimated to generate **\$9,600,000** in ad valorem tax revenue for the current year and **\$700,000** in ad valorem motor

vehicle tax revenue. The chart below presents the total assessed value for all property in the City of Hendersonville, less tax-exempt property:



The green columns represent years where a county-wide revaluation of real property took place. Transparent column represents estimates for FY19-20 and FY20-21.

Property taxes total **\$10.3M** for the FY21 budget. They are estimated to total **\$10.5M** for FY20. We have taken a conservative approach for FY21, budgeting a quarter percent (0.25%) decrease over the current year budget. Additionally, we have budgeted a decrease in collections by one percentage point and decreased budget for delinquent collections. While we hope to see continued increases in our tax base, we are unsure of the COVID-19 impacts on property owner’s ability to pay and/or other relief programs that may be put in place by the state or federal government in response to the declining economic situation. A conservative approach will put us in good position to pivot and amend the budget mid-year (January 2021) if an economic recovery looks likely. Property tax continues to be the most stable revenue source for local government in North Carolina and pending any major externalities should remain relatively stable until the next county-wide revaluation in FY24.

Unrestricted Intergov. – Sales Taxes: Two and one-half percent (2.5%) of sales tax paid on retail sales in North Carolina represents the local sales tax portion levied by the City and County. These taxes consist of a one percent (1.0%) tax that was first levied in 1971, a one-half cent (\$0.50) levied in 1983, a one-half cent (\$0.50) levied in 1986 and a one-half cent (\$0.50) levied in 2001. The State of North Carolina collects the sales tax and distributes it to the local units. Sales tax revenues are distributed on a proportional ad valorem tax levy basis in Henderson

County. The City of Hendersonville has the second largest tax levy in Henderson County and receives the second largest proportional share of sales tax revenues behind Henderson County.

Local option sales taxes are an elastic revenue source for the City, totaling approximately **\$3.29M** for the FY21 budget. This is a sharp decline over our FY20 estimate of **\$3.55M**, approximately **-8%**. The pre-COVID FY21 budget included sales tax revenues at a conservative **\$3.60M** and in reality, actuals could have neared **\$3.90M** under pre-COVID conditions. This estimated decrease in revenues has substantial impacts on budget development. There are a mix of items driving the recommendation and estimate for sales tax revenues in FY21:

- The average economic forecast for April – June (FY20 - Q4) by major banking institutions is a decrease of gross domestic product (GDP) by 21%
- Data out of China showed a dramatic drop in retail sales for the months of January and February, an approximate 21% decrease
- Comparatively, the worst quarter for GDP during the Great Recession was an 8.4% decrease
- The Bureau for Economic Analysis shows a 5% decrease in FY20 Q3 GDP, worse than originally forecasted
- Henderson County occupancy tax was down 62% in the month of March
- The North Carolina League of Municipalities (NCLM) has provided a range of potential scenarios based on known conditions, estimating a decrease of 20% for a quarter, to an increase of 3% for a quarter in FY21
- ABC Revenues are expected to increase over 30% for the month of March
- Motor vehicle registrations and associated fees and taxes are expected to be down 10% to 30% for Q4 of FY20
- A survey has been formulated through statewide associations, polling NC local governments, and results are similar to these estimates
- The City expects an increase in its percentage share of sales tax distributions based on last year's county-wide revaluation

Ultimately, the City has to observe its own variables and community while drafting a conservative budget. The following is the proposed sales tax estimate for the coming quarters:

Fiscal Year Quarter	% Change (year-over-year)
FY20 Quarter 4 (April – June)	-20%
FY21 Quarter 1 (July – Sept.)	-10%
FY21 Quarter 2 (Oct. – Dec.)	-7%
FY21 Quarter 3 (Jan. – March)	-3%
FY21 Quarter 4 (April – June)	+10%

This estimate and the expected increase in distributions from the County local government share resulted in the recommended \$3.29M budget. If actuals play out to be better than expected, we can amend the budget mid-year. Remember sales tax collections lag four (4) months from when the sale was made. So, we will not see the COVID impact until July of 2020, reflecting sales in April.

The table below displays actual sales tax data form FY19, the COVID estimate for FY20, and the budget for FY21:

Reflects Sales	Collection	Actual		COVID Estimate		COVID Estimate	\$ Change (FY20 - FY21)	% Change (FY20 - FY21)
		FY18-19	FY19-20	FY19-20	FY20-21			
July	Oct.	\$ 269,759	\$ 322,477	\$ 52,718	19.54%	\$ 290,229	\$ (32,248)	-10.00%
Aug.	Nov.	275,817	331,148	55,330	20.06%	298,033	(33,115)	-10.00%
Sep.	Dec.	300,964	310,301	9,337	3.10%	279,271	(31,030)	-10.00%
Q1		846,541	963,926	117,385	13.87%	867,533	(96,393)	-10.00%
Oct.	Jan.	274,379	315,075	40,696	14.83%	293,020	(22,055)	-7.00%
Nov.	Feb.	286,120	324,699	38,579	13.48%	301,970	(22,729)	-7.00%
Dec.	March	316,834	346,410	29,577	9.34%	322,162	(24,249)	-7.00%
Q2		877,333	986,184	108,852	12.41%	917,151	(69,033)	-7.00%
Jan.	April	249,842	286,237	36,395	14.57%	277,650	(8,587)	-3.00%
Feb.	May	238,235	270,397	32,162	13.50%	262,285	(8,112)	-3.00%
March	June	321,678	365,105	43,427	13.50%	354,152	(10,953)	-3.00%
Q3		809,756	921,739	111,983	13.83%	894,087	(27,652)	-3.00%
April	July	309,372	247,498	(61,874)	-20.00%	272,248	24,750	10.00%
May	August	322,908	258,327	(64,582)	-20.00%	284,159	25,833	10.00%
June	Sep.	338,487	270,790	(67,697)	-20.00%	297,869	27,079	10.00%
Q4		970,768	776,615	(194,154)	-20.00%	854,276	77,661	10.00%
Total		\$ 3,504,398	\$ 3,648,464	\$ 144,066	4.11%	\$ 3,533,048	\$ (115,416)	-3.16%
Minus Transfers to MSD Funds		210,264	218,908	8,644	4.11%	211,983	(6,925)	-3.16%
Sub-Total GF		3,294,134	3,429,556	135,422	4.11%	3,321,065	(108,491)	-3.16%
Sub-Total Main St. MSD		175,220	182,423	7,203	4.11%	176,652	(5,771)	-3.16%
Sub-Total 7th Ave. MSD		35,044	36,485	1,441	4.11%	35,330	(1,154)	-3.16%

It is important to note that the City’s collections lag the actual taxable sale by four months. The “Minus Transfers to MSD Funds” row reflects a portion of sales tax revenue that is distributed to the City’s two municipal service districts (MSDs), based on the percentage of assessed value. The Main

St. MSD receives **5%** of the actual revenues and the 7th Avenue MSD receives **1%** of the actual revenues. This continues to be a strong revenue source for the two MSDs.

This table highlights the dollar change and percent change from FY19 to FY20 and FY20 to FY21. You can see the estimates for FY20 Q4 through FY21 Q4 representing the -20% to +10% respectively. This is a comparison on year over year data, not our estimate from pre-COVID conditions. Under the pre-COVID trend our sales tax collections were estimated to end FY20 substantially higher.

The following table will highlight the same information compared to our pre-COVID trend:

Reflects Sales	Collection	Actual	Pre-COVID Trend			COVID Estimate		
		FY18-19	FY19-20*	\$ Change (FY20* - FY20)	% Change (FY20* - FY20)	FY20-21	\$ Change (FY20* - FY21)	% Change (FY20* - FY21)
July	Oct.	\$ 269,759	322,477	\$ -	0.00%	\$ 290,229	\$ (32,248)	-10.00%
Aug.	Nov.	275,817	331,148	-	0.00%	298,033	(33,115)	-10.00%
Sep.	Dec.	300,964	310,301	-	0.00%	279,271	(31,030)	-10.00%
Q1		846,541	963,926	-	0.00%	867,533	(96,393)	-10.00%
Oct.	Jan.	274,379	315,075	-	0.00%	293,020	(22,055)	-7.00%
Nov.	Feb.	286,120	324,699	-	0.00%	301,970	(22,729)	-7.00%
Dec.	March	316,834	346,410	-	0.00%	322,162	(24,249)	-7.00%
Q2		877,333	986,184	-	0.00%	917,151	(69,033)	-7.00%
Jan.	April	249,842	286,237	-	0.00%	277,650	(8,587)	-3.00%
Feb.	May	238,235	270,397	-	0.00%	262,285	(8,112)	-3.00%
March	June	321,678	365,105	-	0.00%	354,152	(10,953)	-3.00%
Q3		809,756	921,739	-	0.00%	894,087	(27,652)	-3.00%
April	July	309,372	351,138	(103,640)	-29.52%	272,248	(78,890)	-22.47%
May	August	322,908	366,501	(108,174)	-29.52%	284,159	(82,342)	-22.47%
June	Sep.	338,487	384,183	(113,393)	-29.52%	297,869	(86,314)	-22.47%
Q4		970,768	1,101,822	(325,207)	-29.52%	854,276	(247,546)	-22.47%
Total		\$ 3,504,398	\$ 3,973,671	\$ (325,207)	-8.18%	\$ 3,533,048	\$ (440,624)	-11.09%
Minus Transfers to MSD Funds		210,264	238,420	(19,512)	-8.18%	211,983	(26,437)	-11.09%
Sub-Total GF		3,294,134	3,735,251	(305,695)	-8.18%	3,321,065	(414,186)	-11.09%
Sub-Total Main St. MSD		175,220	198,684	(16,260)	-8.18%	176,652	(22,031)	-11.09%
Sub-Total 7th Ave. MSD		35,044	39,737	(3,252)	-8.18%	35,330	(4,406)	-11.09%

You can see the dollar and percent change is even more dramatic than the budget comparison. Sales tax collections were trending at a positive **13%** over prior year actuals, before the global COVID-19 pandemic. In total, due to COVID-19, sales taxes are down **8%** over FY19 and are estimated to be down **11%** over FY20. In total, this is a **\$765k** impact on budgeted revenues.

To gauge potential impacts to this elastic revenue source, historical information from the Great Recession was reviewed. The following table displays statewide sales tax distributions to Henderson County and the City of Hendersonville from FY07-08 through FY11-12:

Statewide Distributions

	FY08	FY09	FY10	FY11	FY12
Henderson County	29,256,952	26,630,115	21,098,348	19,864,266	20,915,188
\$ Change		(2,626,837)	(5,531,767)	(1,234,082)	1,050,922
% Change		-8.98%	-20.77%	-5.85%	5.29%
City of Hendersonville	2,823,802	2,493,674	2,205,038	2,192,962	2,315,327
\$ Change		(330,128)	(288,636)	(12,076)	122,365
% Change		-11.69%	-11.57%	-0.55%	5.58%

Local Distribution Method

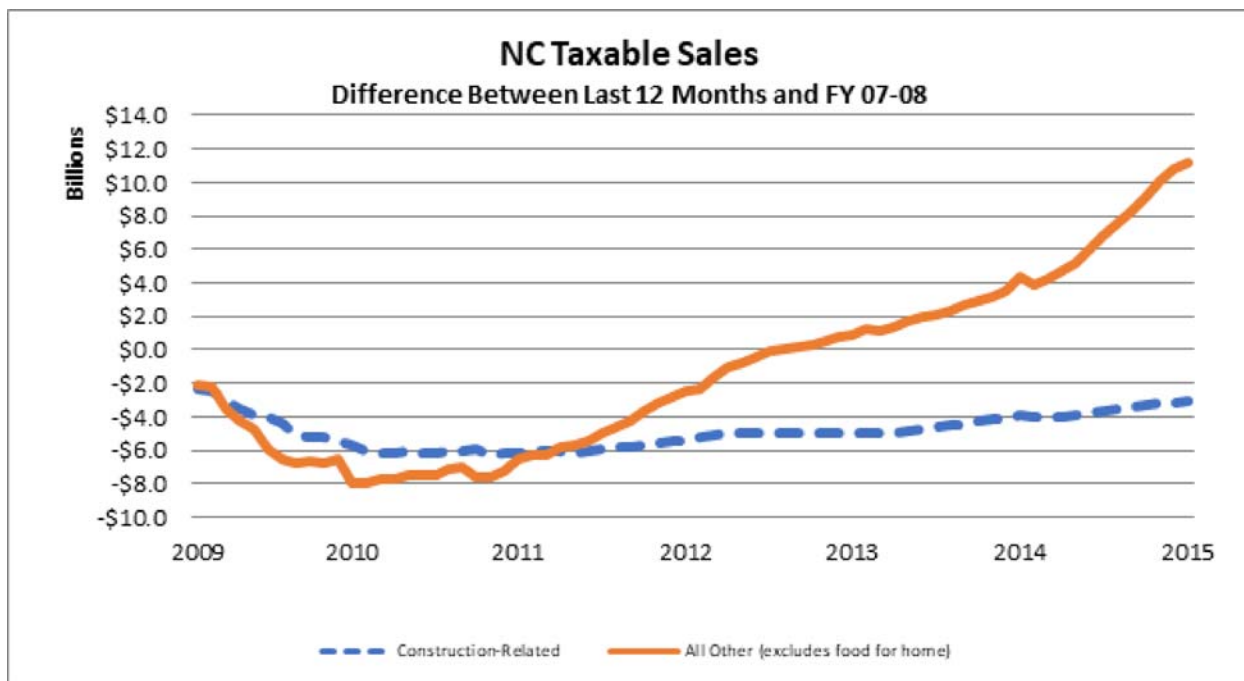
Jurisdiction	Jan. 2008 Per Capita % Share	Jan. 2009 Ad Val. % Share	Jan. 2010 Ad Val. % Share	Jan. 2011 Ad Val. % Share	Jan. 2012 Ad Val. % Share
Henderson County	77.25%	84.60%	84.68%	84.84%	84.21%
Flat Rock	2.41%	0.91%	0.89%	0.89%	0.88%
Fletcher	4.12%	3.27%	3.33%	3.33%	3.87%
Hendersonville	9.64%	8.87%	8.76%	8.61%	8.56%
Laurel Park	1.72%	1.47%	1.45%	1.43%	1.60%
Mills River	4.85%	0.86%	0.86%	0.88%	0.85%
Saluda*	0.00%	0.02%	0.02%	0.02%	0.02%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

*County Changes Dist. Method

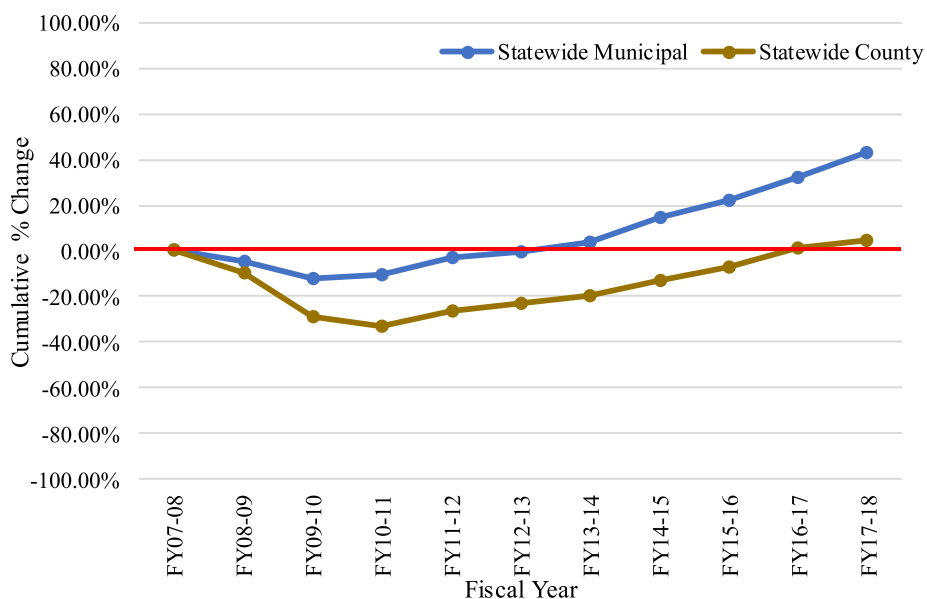
**Medicaid Swap/City Hold Harmless

The table highlights the dollar change and percent change for both jurisdictions, year-over-year. There are varying degrees of change for both jurisdictions and the local distribution method and the city hold harmless impacts are evident. In FY08-09 the County changed the local distribution method to ad valorem, which is based on each jurisdiction’s share or total tax levy. The prior method, per capita or by population, provided the City with a great share. This partially explains the difference in sales tax distributions percent change between the two jurisdictions. Additionally, the County began paying a portion of local sales taxes to hold municipalities harmless from a loss of local sales tax authority. Ultimately, a local view of sales tax distributions does not provide grounded data for analysis in predicting statewide sales tax impacts. However, it does provide background on an important lens to consider when analyzing sales taxes, and this is the local distribution method. Referenced above, we considered this variable in our estimate for FY20-21.

Alternatively, looking at statewide collections, we are able to see a trend related to construction sales and their impacts when compared to other industries. The chart below displays North Carolina taxable sales by industry between the last 12 months and FY07-08 (pre-Great Recession):



All other industries recovered around 2012 and 2013 while construction related sales taxes lagged behind. We know that the Great Recession was a banking and real estate driven recession and is reflected in the slow growth of construction and development related sales taxes.



The chart above, displays statewide sales tax revenue for counties and municipalities.

As shown in the chart, sales taxes did not recover until 2014 municipalities and 2017 for counties, while other industries had recovered in 2012. This shows the strong impacts of construction related sales on local revenues. All in all, this trend relates to our estimate for FY20-21. We are expecting a downturn due to COVID-19 and, as of now, expect the hardest hit industry to be retail and service-related industries. While these industries will be greatly impacted, we are still seeing local growth in construction and development. Additionally, hardware stores, grocery, and online sales, appear to be stable or growing. This provides some insight as to what may happen with local sales tax revenues.

Restricted Intergov. – Powell Bill Street Allocation: Two years ago, the General Assembly eliminated the tie between the gas tax and Powell Bill funds and instead made the Powell Bill a direct appropriation of state dollars. The General Assembly could choose to adjust the amount of Powell Bill funds during its budget process. The current year includes an increase in Powell Bill allocation from last year, expected to increase the City’s distribution by **\$35,000**, reflected in the revenue summary table. In addition to Powell Bill funds provided by the State, the City contributes approximately **\$200,000** of motor vehicle tag fee revenue to the program. The total funding budgeted for the Powell Bill line item in FY20-21 is **\$618,682**.

In addition to the Powell Bill funds, this revenue source accounts for various other restricted intergovernmental contributions. Some of these funds are for ABC law enforcement, Hendersonville Housing Authority police officers, and school resource officer reimbursements.

Sales & Services: Sales and services revenues are budgeted to decrease by **\$21,000** or **-7%**. This reflects a more conservative budget for an expected decrease in usage of services and their related fees. There are no other major changes to note.

Fund Balance: The North Carolina Local Government Commission (LGC) recommends that local governments maintain a minimum available fund balance of no less than eight percent (8%) of expenditures. The City of Hendersonville’s fund balance goal is to maintain an available fund balance greater than the 50th percentile of its population group average, as encouraged by the LGC. If the available fund balance drops below this mark, then the City Manager has to present a plan to Council as to how to achieve the adopted goal. The City of Hendersonville’s available fund balance as of June 30th, 2019 is **\$5,182,283**, or **32.82%** of expenditures. The total fund balance is **\$7,372,526** as of June 30th, 2019. The proposed FY19-20 budget estimates that the total fund balance will increase by **\$205,054** at end of year. This is a strong fund balance and is within City Council’s stated goal.

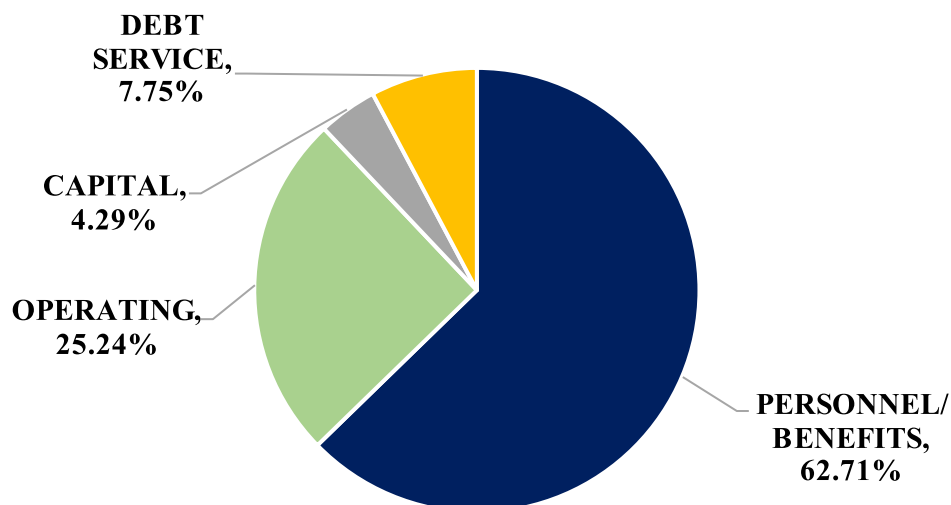
As many questions and unknowns remain; how long will “shelter-in-place” orders stay in effect?, what will a subsequent recession look like?, will consumer spending quickly rebound?, will we develop “herd immunity” or will there be a second wave of virus outbreaks?, will federal stimulus affect us locally?, etc... we still have a sound foundation to lean on. The purpose of this available fund balance is to meet operating needs, deter cash-flow shortfalls, and provide the opportunity to respond to unforeseen needs or opportunities as they arise. We are in a strong financial position and are expected to increase the strength closing out the fiscal year 2019-20.

General Fund – Expenditures

The following section will detail the City’s operating expenditures for the General Fund. The total budget for General Fund expenditures is **\$18,320,046**. The table below details the City’s General Fund expenditures by type for FY20-21:

	FY19-20 REVISED <i>5/5/2020</i>	FY19-20 ESTIMATE <i>5/5/2020</i>	FY20-21 BUDGET	FY20-21 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
EXPENDITURES						
Personnel/Benefits	10,825,544	10,145,892	11,488,748	10,767,459	663,204	6.1%
Operating	4,776,070	4,476,218	4,624,186	4,333,869	(151,884)	-3.2%
Capital	796,750	746,728	786,793	737,396	(9,957)	-1.2%
Debt Service	1,129,571	1,129,571	1,420,319	1,420,319	290,748	25.7%
TOTAL EXPENDITURES	17,527,935	16,498,409	18,320,046	17,404,044	792,111	4.5%

The chart below presents each expenditure type as a percent of total budgeted expenditures for FY20-21:



Personnel and benefits type expenditures make up the largest portion of General Fund expenditures, at approximately **63%** of the total budget. Operating expenditures make up another large portion at **25%** of the total budget. The remainder of the General Fund budget is spent on capital outlay and debt service.

Personnel/Benefits: Personnel and benefits type expenditures include salaries, stipends, insurance, retirement contributions, and respective taxes (i.e. income tax, etc.). The total increase, for this expenditure type, between the FY19-20 and FY20-21 budgets is **\$663,204**, or **+6.13%**. This increase is a result of an increase in health insurance premiums, the addition of a 50% dependent coverage benefit, and an increase in the Local Government Employees Retirement System (LGERS) employer contribution rate. The remainder of the increase is due to

natural growth from merit and market increases. The performance-based pay program amounts are currently not scheduled to change (**+1.00% Achieves/+1.75% Exceeds/+2.50% Outstanding**). The market, “cost-of-living”, adjustment is proposed to be **1.50%**. The following variables and their impacts are displayed below:

- Salary increases (market 1.50% and merit 1.00%, 1.75%, or 2.50%) make up \$260k
- Retirement benefit contributions increased 1.2 percentage points per category increasing the budget by approximately \$200k
- Law enforcement officer separation allowances increased by \$40k due to retirements
- Health insurance dependent coverage increased close to \$100k, with 33 new members signing up for dependent coverage in the General Fund
- New SAFER grant firefighters increased the budget by approximately \$60k

Included in this budget is \$13k for a pay and classification study. This study will be conducted through the course of FY21 and will enable us, with comparative data, to make decisions on pay levels moving into FY22. Additionally, it is management’s recommendation that all pay raises included in the budget be frozen until the City Manager has deemed it financially feasible to provide them. This is proposed to give time for the City react to the still unknown severity of economic impacts from COVID-19 while still providing the option for raises in the budget if conditions improve. If these raises are awarded, they will follow procedures established by the City Manager. We will continue with a hiring freeze until the City Manager directs otherwise and there are no new requested positions included in this budget.

Operating & Capital: Operating and capital budget levels are set approximately **3.18%** and **1.25%** below the prior year’s budget, respectively. These areas were impacted the most in budget development. A total of **\$583k** was adjusted out of the requested budget for operating costs and a total of **\$1.65M** was adjusted out for capital requests. This budget includes only essential capital expenses and has provided only the barebone level necessity for regular operations like gas/diesel, repair/maintenance, and the like. Some items included in the recommended budget for FY21 are, but not limited to:

- Replacement of Fire Department extrication equipment
- Vehicle replacements in the Police and Fire Departments
- City Hall roof and entry step maintenance and sealing
- Security hardware for City facilities
- Re-roofing the Whitmire Activity Center
- Replacement of three (3) A/C units at City Operations

- Replacement of 1994, 2000, and 2002 Public Works dump trucks (to be financed)

Debt Service: Debt service type expenditures are those associated with the payment of principal and interest owed by the City. The total debt service budget for FY21 totals, **\$1.4M**. This is a **25.74%** increase over the prior year budget. This increase is attributable to the police department project interim financing, \$230,000, the 7th Avenue streetscape project financing, \$149,333, and the financing for the addition of new Fire Engine #3, \$71,953, totaling \$451,286. The FY20 budget had included \$143k for the PD project, expecting payments beginning in February of 2020, however delays have led to payments not beginning until FY21. There are other natural decreases in debt service payments on existing debt, due to principal being paid off. This accounts for the other decreases over FY20, leading to the total \$290k increase detailed in the table above for FY21.

Additionally, the table below displays expected debt issuances and assumptions for major governmental project over the next four years:

Description	Amount	Timing (FY)	Funding Type	Structure	Term	Principal Deferral	Rate
Police Headquarters Facility (Interim)	11,500,000	2020	Interim Funding				
7th Avenue Streetscape	1,400,000	2021	L.O.B.	Level Principal	20	0	4.000%
Fire Engine 3 Purchase	800,000	2021	L.O.B.	Level D/S	15	0	4.000%
Parking Deck	8,000,000	2021	L.O.B.	Level Principal	20	0	4.000%
Fire Engine 1 Replacement	800,000	2022	L.O.B.	Level D/S	15	0	4.000%
Police Headquarters Facility (Long Term Takeou	11,500,000	2022	USDA	Structured	35	0	2.750%
Fire Ladder 1 Replacement	1,500,000	2023	L.O.B.	Level D/S	15	0	4.000%
Fire Station 1 Construction	8,000,000	2023	L.O.B.	Level Principal	20	0	4.000%

These projects, combined with new firefighter costs related to a SAFER grant award, drive the need for increased revenues in future years. The current model proposes a \$0.06 tax increase in FY21-22, increased parking meter revenues through meter installations on Main Street, and a minimum of 15% revenue recovery at the next county-wide revaluation, set to occur in FY23-24.

The City will continue to evaluate major projects and their long-term impacts.

Water & Sewer Fund

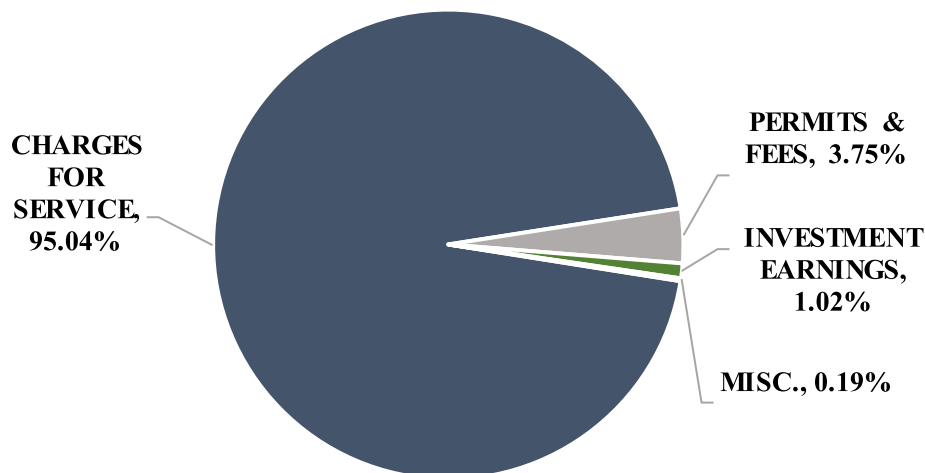
The Water and Sewer Fund is an enterprise fund and is primarily funded through user charges. The Fund is the largest part of the City of Hendersonville’s operating budget, **46.31%** or **\$18,455,397** of the total **\$39,849,672** budget for FY20-21.

Water & Sewer Fund – Revenues

The following section will detail the City’s operating revenues for the Water and Sewer Fund. The total operating revenue budget for this Fund, excluding “Other Financing Sources” is **\$17,605,675**. The following table shows the revenues for FY20-21:

	<u>FY19-20</u> <u>REVISED</u> <i>5/5/2020</i>	<u>FY19-20</u> <u>ESTIMATE</u> <i>5/5/2020</i>	<u>FY20-21</u> <u>BUDGET</u>	<u>FY20-21</u> <u>ESTIMATE</u>	<u>DOLLAR</u> <u>CHANGE</u>	<u>PERCENT</u> <u>CHANGE</u>
REVENUES						
Charges for Service	(15,688,321)	(16,466,937)	(16,732,300)	(16,901,351)	(1,043,979)	6.7%
Permits & Fees	(605,905)	(635,976)	(659,975)	(666,643)	(54,070)	8.9%
Investment Earnings	(210,000)	(210,000)	(180,000)	(180,000)	30,000	-14.3%
Miscellaneous	(30,900)	(32,434)	(33,400)	(33,737)	(2,500)	8.1%
TOTAL REVENUES	(16,535,126)	(17,345,347)	(17,605,675)	(17,781,732)	(1,070,549)	6.5%

The chart below presents revenue sources as a percent of total budgeted revenues for FY20-21:



Rate Adjustments: The Water and Sewer Fund generates revenue via various user charges and fees. User charges comprise about 95% of all utility revenues. Proposed changes to rate structure in the Water and Sewer Fund will increase revenue for the utility system in order to fund necessary capital improvements. Changes in the proposed rate structure will accomplish a number of objectives: (1) raises base charge revenues to a sufficient level to match required expenditures, (2) maintains the utility’s debt service coverage ratio at a 1.0 or higher, and (3)

funds the debt and capital needs of the utility system. These changes for customers will be experienced to different degrees. Industrial and commercial customers can expect a more notable change in charges as the City moves away from a declining block structure. Residential customers will experience gradual and less notable change than industrial and commercial customers. Overall, the changes will enhance equitable service delivery, ensuring long-term sustainability for the system.

City Council has adopted the practice of charging customers outside City limits a different rate than customers inside City limits. The rate differential encourages the growth for the City of Hendersonville. In FY20-21, the City Council has recommended a rate differential of 145% for water service and 150% for wastewater service.

Charges for Service: Charges for service total \$16.7 million (95.0%) for the FY21 Water and Sewer Fund budget. They are estimated to total \$15.7 million for FY20. We forecast a steady level of service use by our customers but are awaiting the true impact of the COVID-19 pandemic. Examining government regulation related to the virus, it is reasonable to assume we may see a decrease in commercial and industrial customer service usage and an increase in residential usage as businesses operate under unique, restricted, circumstances and families spend more time at home. We have delayed disconnections and late payments for utility bills during the pandemic; however, we continue to see customers paying bills in standard fashion.

Despite the trends, which seem to indicate business as usual, we have taken a conservative approach in budgeting charges for service revenue in FY20-21, estimating actual collections will exceed budget by **101.0%**. To put this estimate in perspective, for FY19-20, we initially estimated revenues would exceed budget by **104.9%**. We feel confident this conservative approach to estimating budget and actual revenues will support the Fund in FY20-21. Should trends move the needle either direction moving into the new fiscal year, we will be prepared with budget solutions to correct course by December 2020 (mid-fiscal year).

Permits and Fees: Permits and fees are the second largest revenue source for the Water and Sewer Fund. Permits and fees are an elastic revenue source, primarily driven by the amount of development and connection to the water and sewer system. This revenue source is relatively elastic; it varies based on market activity. For the FY21, permits and fees are budgeted at \$659,975 (3.7%). This is a slight decrease over our FY20 end of year estimate of \$730,944, approximately -9.7%. While this is a decrease compared to our estimate, the amount is an increase over our FY20 revised budget of \$605,905. Despite COVID-19, we still anticipate growth and development, and some connection to the water and sewer system. The budgeted FY21 revenues remain conservative, yet optimistic.

Industrial/Commercial Rate Comparisons: The City Manager is recommending that City Council phase commercial and industrial rates to a flat block structure over a 5-year period, opposed to the current declining block structure. This will give current industries time to react to

the changes and provide an opportunity to maintain a competitive edge for utility costs as they relate to economic development. The 5-year phased implementation maintains an affordable Hendersonville water and sewer rate for a majority of meter size and usage scenarios.

Other Financing Sources – Fund Balance: Similar to the General Fund, the Water and Sewer Fund maintains a fund balance or retained earnings. Unlike the General Fund; however, the LGC does not provide a recommended minimum level. The City Council has established and adopted its own policy goal of a range from 50% - 75% of expenditures. This level is higher than the General Fund because water and sewer type infrastructure and expenditures are typically more costly. The fund balance as of June 30th, 2019 was **\$13,196,690**, or **76.08%** of estimated operating expenditures for FY19-20. This fund balance calculation is provided on a modified accrual basis of accounting. It is estimated that the Water and Sewer Fund’s fund balance will increase by **\$1,179,926** to end FY19-20 at **\$14,376,616**. In FY20-21, we estimate an increase in fund balance of **\$1,161,874**; bringing the total fund balance at the end of FY20-21 to **\$15,538,491**. It is important to note the fund balance increases are planned for the financing of future capital projects. The City continually monitors its rates and works to prioritize, plan, and execute capital projects. The high fund balance level in the Water and Sewer Fund is an indicator the City is taking necessary steps to carry out projects essential to providing water and wastewater service to customers.

The table below summarizes other financing sources and uses, as well as fund balance estimates:

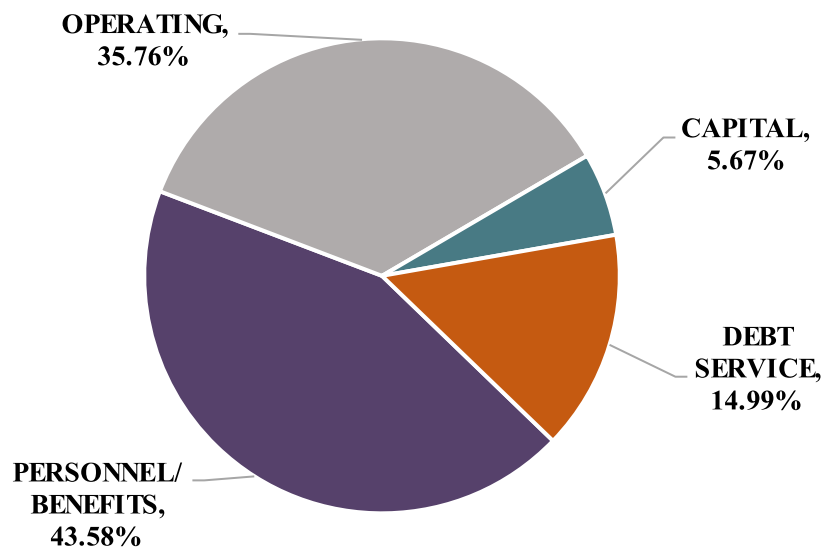
	FY19-20 REVISED	FY19-20 ESTIMATE	FY20-21 BUDGET	FY20-21 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
	<i>5/5/2020</i>	<i>5/5/2020</i>				
OTHER FINANCING (SOURCES)/USES						
Insurance Settlements	-	-	-	-	-	0.0%
Proceeds of Debt	-	-	-	-	-	0.0%
Sale of Fixed Assets	(7,025)	(7,025)	-	-	7,025	-100.0%
Transfers (In)	(142,000)	(142,000)	-	-	142,000	-100.0%
Transfers Out	280,000	280,000	100,000	100,000	(180,000)	-64.3%
TOTAL OTHER FINANCING (SOURCES)/USES	130,975	130,975	100,000	100,000	(30,975)	-23.6%
Fund Balance Appropriated	1,511,431	-	849,722	(1,161,874)	(661,709)	-505.2%
NET CHANGE IN FUND BALANCE	-	(1,179,926)	-	(1,161,874)	-	0.0%
FUND BALANCE, BEGINNING OF YEAR		13,196,690		14,376,616		
FUND BALANCE, END OF YEAR		14,376,616		15,538,491		

Water & Sewer Fund – Expenditures

Hendersonville Water and Sewer is responsible for providing water service to more than 65,000 residents and businesses and sewer service to more than 21,000 residents and businesses of both Hendersonville and Henderson county. The Water and Sewer Fund continues to evaluate and improve its already high-quality services through work with various outside consultants, stakeholder groups, and internal strategic priority meetings. The recommended expenditures in this memo reflect the priorities identified in the above-mentioned initiatives. Below is a breakdown of the Fund’s total expenditures for FY20-21:

	<u>FY19-20</u> <u>REVISED</u> <i>5/5/2020</i>	<u>FY19-20</u> <u>ESTIMATE</u> <i>5/5/2020</i>	<u>FY20-21</u> <u>BUDGET</u>	<u>FY20-21</u> <u>ESTIMATE</u>	<u>DOLLAR</u> <u>CHANGE</u>	<u>PERCENT</u> <u>CHANGE</u>
EXPENDITURES						
Personnel/Benefits	7,638,538	6,719,575	7,998,419	7,057,499	359,881	4.7%
Operating	6,315,226	5,555,465	6,564,192	5,791,992	248,966	3.9%
Capital	1,682,476	1,480,064	1,040,645	918,225	(641,831)	-38.1%
Debt Service	2,279,342	2,279,342	2,752,141	2,752,141	472,799	20.7%
TOTAL EXPENDITURES	17,915,582	16,034,446	18,355,397	16,519,857	439,815	2.5%

The chart below presents expenditures by type as a percent of total budgeted expenditures for FY20-21:



Personnel/Benefits: Personnel and benefits expenditures include salaries, insurance, retirement contributions, and respective taxes (i.e. income tax, etc.). The total increase, for this expenditure type, between the FY19-20 and FY20-21 budgets is **\$359,881** or **+4.71%**. This increase is the result of a salary increases from merit and cost of living adjustments, health insurance dependent coverage costs, and retirement expense increases:

- Salary increases (market 1.50% and merit 1.00%, 1.75%, or 2.50%) make up \$201,521
- Health insurance dependent coverage increased \$138,659, with 27 new members signing up for dependent coverage in the Water and Sewer Fund
- Retirement expense increased \$87,810 (18.3%) in FY21 for the Water and Sewer Fund

Operating: Operating type expenditures include everything that is not considered capital, salaries/benefits, or debt; it includes a wide array of expenditures. The change between the FY19-20 and FY20-21 budgets is an increase of **\$248,966**, or **+3.94%**. It is important to note when considering operating expenditures, is their likelihood to fluctuate from budget to actual spending. This is common due to the nature of system repair and maintenance. Leaks and other damage to the system vary in severity and tend to drive the need for a high initial budget that may not always be completely used during the year.

Capital: The Utility's pay-go capital budget is significantly lower than historical averages, totaling **\$1,040,645**, or **-38.1%** compared to FY19-20's budget. The decrease in capital related expenditures is mainly attributed to the COVID-19 pandemic, which has caused staff to create a highly conservative budget. Pay-Go funded projects are typically smaller, frequently purchased, or common equipment and vehicles.

In addition to pay-go financed projects, the City has planned for reserve and debt series funded projects. Reserve projects are major projects funded through the Water and Sewer Fund's fund balance (savings). Reserve funded projects allow the City to purchase or complete larger projects while reducing dependence on debt (loans/bonds). The City plans to fund projects totaling \$2.36 million using reserves. Funds were made available through transfers to these projects over previous fiscal years.

Debt series projects are funded through borrowing. Debt funded projects are typically larger projects that would be difficult to fund within a reasonable timeframe through pay-go or when reserves are not available. There will be debt series funded projects beginning in FY20-21; however, debt will not be issued for the projects until FY21-22 and payments on the debt will not begin until later years. Total expense for debt series funded projects beginning in FY20-21 is anticipated to be \$13.89 million.

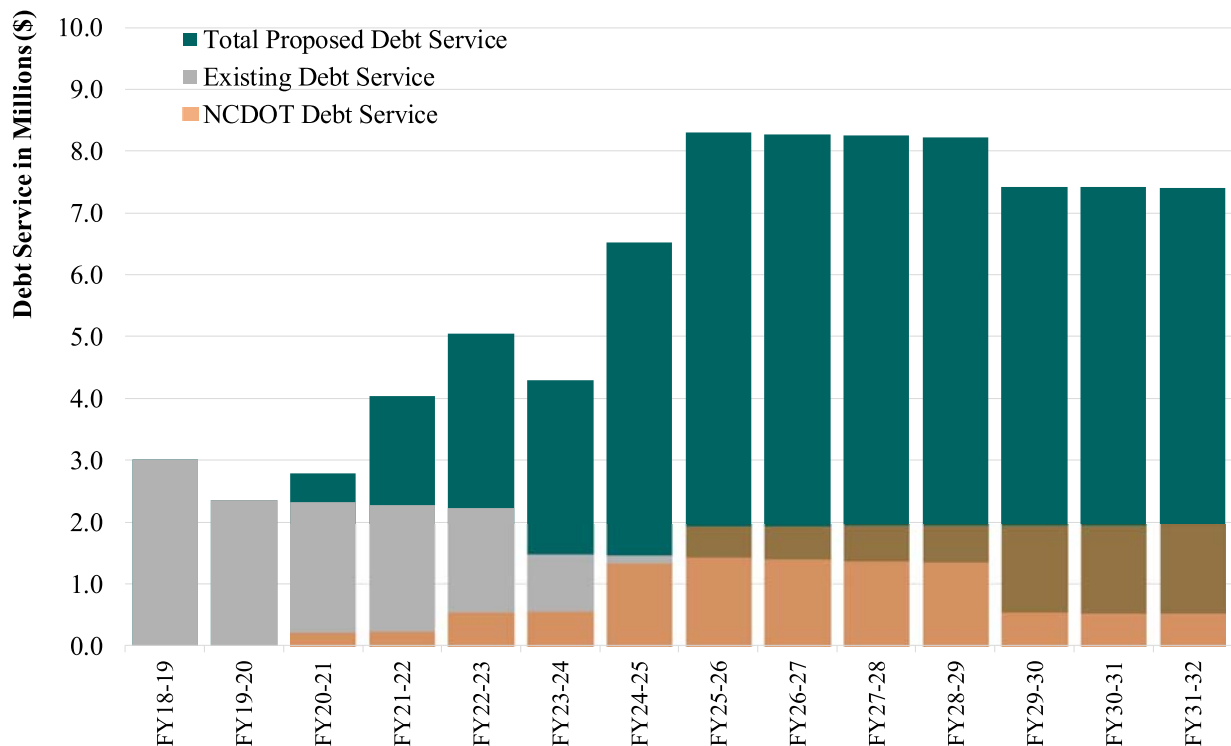
Debt Service: As outlined in the capital projects section, the City funds a number of projects through debt financing. Debt financing helps the City meet current obligations using future financial resources. Debt financing requires payments on principal and interest over a fixed number of years.

In FY20-21, the City added debt for the projects listed below:

- Northside Water Project SRF \$5,370,932
 - 1.23% interest
 - 20-year term
- Streambank Project \$2,982,484
 - 0.00% interest
 - 20-year term
- Revenue Bond \$12,897,000 par amount
 - 1.87% interest
 - 15-year term

There is approximately **\$130.40** million worth of debt issuances proposed in the 10-year CIP. Rate recommendations are based on the ability to fund these proposed projects while maintaining acceptable debt service coverage, operating, and available fund balance ratios.

The following chart details the Utility’s total existing and proposed debt service payments through FY31-32:



In addition to in-house financial metrics, the Water and Sewer Fund’s financial metrics are also tracked through the Environmental Finance Center (EFC), a Division of the University of North Carolina School of Government (UNC SOG). The public may access financial metrics from the UNC SOG any time by visiting <https://efc.sog.unc.edu>.

Debt Service Coverage Ratio: The Fund's debt service ratio (DSCR) is anticipated to remain healthy. The University Of North Carolina School of Government reported the City has a **1.54** ratio in FY19-20. Applying the same formula, the City anticipates a **1.87** DSCR in FY20-21. This ratio indicates there is sufficient revenue to cover day-to-day expenditures plus payments on principal and interest.

Operating Ratio: Operating Ratios for utilities are also provided through the UNC School of Government. This ratio indicates whether operating revenues cover operations and capital expenses. The Operating Ratio for the Water and Sewer Fund in FY19-20 is **1.03**, which exceeds the recommended 1.00. For FY20-21, the Operating Ratio is anticipated to be **1.13**.

Revenue Bond Covenants: In FY19-20, the City secured its first Water and Sewer System Revenue Bond. Associated with the revenue bond is a General Indenture which details certain covenants. Section 6.6 of the General Indenture includes a detailed list of covenants and bond tests to be met. In summary, the City has agreed to establish and maintain rates that will fulfil the requirements below:

Annual Net Revenues in the current Fiscal Year, together with 20% of the balance in the Surplus Fund at the end of the preceding Fiscal Year, at least equal to:

- 100% of Current Expenses
- 120% of annual principal and interest requirements of parity bonds
- 100% of debt service requirements for subordinate, general obligation and other indebtedness

AND

Annual Net Revenues in the current Fiscal Year at least equal to:

- 100% of Current Expenses
- 110% of annual principal and interest requirements of parity bonds
- 100% of debt service requirements for subordinate, general obligation and other indebtedness.

Transfers Out: A major part of the prior year budgets are transfers to capital project ordinances. In FY19-20, transfers out totaled approximately **\$280,000**. Funds transferred out were planned uses of the Fund's reserves to pay for major projects. Looking forward to FY20-21, **\$100,000** in transfers are anticipated to occur. This includes a transfer for **\$100,000** to the Water and Sewer Capital Reserve Fund. The Capital Reserve Fund transfer will support water and sewer infrastructure as well as the business community by reserving funds for economic development related utility expenses.

Other Funds

In addition to the two largest City funds, the City budgets for a variety of other funds. These include enterprise funds, special revenue funds, capital reserve funds, and internal service funds. These remaining funds make up approximately **7.88%**, or **\$3,146,915**, of the total budget for FY20-21.

Downtown Program

Under the authority provided by N.C.G.S. 160A-536, the City levies two separate municipal service district (MSD) taxes in addition to its base ad valorem taxing authority. These two MSDs participate in the North Carolina Main Street Program and provide services above and beyond the standard services provided throughout the City. Using the National Trust for Historic Preservation's Main Street Four Point Approach, the Advisory Committees seek to support and build upon inherent strengths in the City's two historic commercial districts. The Main Street Four Point approach includes Organization, Design, Economic Restructuring and Promotions. The two historic commercial districts that are part of the City of Hendersonville's Downtown Economic Development Program are each defined by Municipal Service Districts.

Main Street MSD Fund: The Main Street municipal service district is bounded by Church and King Streets to the west and east and 7th Avenue and Allen Street to the north and south. This special tax district funds the varied work of the City and the Main Street Advisory Committee as it relates to supporting a vibrant Main Street district. In the FY19-20 budget there are recommended changes to the tax rates for the Main Street MSD. The Main Street MSD tax rate is recommended to stay at **\$0.26 per \$100 valuation**. This Fund will be responsible for the payments associated with the Main Street Public Restrooms project. The MSD also supports various special events and infrastructure. The total budget for the Fund is **\$509,553** in FY20-21.

7th Avenue MSD Fund: The 7th Avenue District's boundary encompasses the Avenue from Four Seasons Boulevard east to the Oklawaha Greenway and extends down Locust Street at its intersection with 7th north to 9th Avenue. The 7th Avenue MSD is proposed to stay at **\$0.17 per \$100 valuation**. The total budget for the Fund is **\$102,256** in FY20-21. The 7th Avenue MSD Fund will continue to need to increase its tax rate long-term to enhance its investment in its economic revitalization.

Environmental Services Fund

The Environmental Services Fund (ESF) provides sanitation services to rate payers within the City. The ESF's total budget for FY20-21 is **\$1,404,017**, including a fund balance appropriation of **\$95,217**. The Fund's balance as of June 30th, 2019 totals **\$294,357**. The Fund balance is anticipated to decrease in FY19-20 by approximately **\$87,789**.

There are no recommended changes to rates included in the budget; however, Council will need to consider a more financially sustainable funding structure for future capital needs in FY21-22. Fund balance trends, along with increasing growth and service demands at the edge of corporate

limits continues to drive the need to examine utility rates, practices, and level of service expectations.

Stormwater Fund

The Stormwater Fund provides stormwater infrastructure improvements, street and gutter cleaning, and maintains the City's NPDES phase II permit with the State of North Carolina. The total budget for this Fund is **\$575,423** in FY20-21. There is a budgeted fund balance appropriation of **\$33,633**; however, this is not expected to actually be appropriated at year end, with **\$10,952** fund balance anticipated to be used. Major expenses for this fund include infrastructure improvements (\$249,725) and an asset inventory and assessment (\$100,000).

Currently, the Fund operates on a **\$3.00** per month stormwater fee. In FY20-21, the flat fee will increase to **\$5.00** per month in the interim, while a utility rate study is completed. The State continues to audit local government stormwater programs. State audits, unfunded mandates, and infrastructure renovations drive the need to examine rates and service provision.

Internal Service Fund

The City provides one internal service fund for the provision of health and welfare employee benefits. Internal service funds are used to account for the financing of goods or services provided by one department or agency of a governmental unit to other departments or agencies of the same governmental unit on a cost-reimbursement basis. The City's Health and Welfare Fund is adopted by ordinance as a financial plan, in accordance with North Carolina law.

Health & Welfare Fund: The total budget for this Fund is **\$295,428** in FY19-20, a decrease over the prior year budget. This Fund pays for the City's MERP plan claims and provides other employee benefit services. These services are managed by the Wellness Committee and program. Each City fund makes annual contributions to this Fund to pay for the services provided. One major change in this budget is the adjustment of wellness incentives from a cash pay-out model to all vacation benefits. This is the reason for the decrease in total budget in this Fund. This change will also facilitate the addition of dependent health care coverage subsidies introduced in this FY19-20 budget.

Governmental Special Revenue Fund

The City supports a variety of other programs. These programs are relatively small in comparison to the other functions of the City. Some of the functions that these programs provide are related to police and fire community services, historic preservation, and the City's Walk of Fame Committee. These programs were previously situated in their own funds; however, moving to FY19-20, they have been rolled into a single Governmental Special Revenue Fund. In total the Governmental Special Revenue Funds make up **\$100,500** of the total budget. The primary revenue source comes from donations or events which creates uncertainty when budgeting for revenues. The Government Special Revenue fund is balanced using fund balance

until revenues are realized; therefore, the fund is budgeted to need **\$79,500** in fund balance for FY19-20.

Water and Sewer Capital Reserve Fund

North Carolina General Statute 159-18 authorizes local governments to establish and maintain capital reserve funds for any purpose which a bond (debt) may be issued. The Water and Sewer Capital Reserve Fund (CRF) was established to raise funds for future economic development projects. In FY20-21 For FY20-21, the City will transfer **\$100,000** to the Water and Sewer CRF from the Water and Sewer fund.

Budget in Total

Prior to March 11, 2020, the long-term revenue picture for the City of Hendersonville appeared to be very stable. We were experiencing residential and commercial growth in all parts of the city and the service industry was roaring at a high level. Then on March 11, 2020, the COVID-19 Pandemic took control of our lives and we entered uncharted waters. While we continue to experience growth in the residential development sector, the service industry associated with our tourism and retail economies took a direct hit from the coronavirus stay at home orders and all activity in these sectors came to a screeching halt. Many of our local retail, restaurant and tourism businesses were forced to temporarily close. This turned our vibrant community into a “virtual” ghost town. In addition, many of the County’s industries furloughed or laid off employees due to coronavirus concerns or global supply chain limitations. This has driven the county’s unemployment rate from 2.9% in December 2019 to 3.7% in March 2020. I am optimistic that as the Governor begins to lift the stay at home restrictions all segments of our economy will reopen, and economic activity will slowly return to normal. However, I do not expect economic activity to reach 2019 levels until at least July 2021.

The 2019 property revaluation resulted in an average increase of twenty five percent, which followed a ten-year period of little or no property base growth. Two large residential development projects are currently being designed and permitted and several other residential and commercial projects are in the pre-development stages. I expect this activity to continue for at least the next twelve months as Hendersonville continues to expand its position as a major residential and commercial center in the Asheville Metropolitan Statistical Area. Prior to the COVID-19 stay at home orders, we were seeing increases in sales tax revenue as a result of a strong local economy and growth in our tax levy. I expect these increases to return in the last quarter of FY20-21. However, long term sales tax revenue is unreliable due to national economic forces, global pandemic events and other local tax levy adjustments. Therefore, the property tax is the only truly reliable revenue source available to the City. The City Council will have to balance the need for future revenue with maintaining a reasonable cost of living in our community.

While the FY20-21 Budget is very conservative, the City Council has made a commitment to maintaining a high level of service to our citizens by significantly investing in facilities, equipment and people. The City Council has committed to supporting our employees and their families by funding all positions at current pay levels, continuing to assume a portion of dependent medical insurance costs and protecting our long-term retirement benefits. Funding for pay raises have been budgeted for FY20-21 but will not be distributed until staff determines sufficient revenue is available to fund the increases. In addition, a hiring freeze has been instituted until the economic picture improves. The City Council is continuing to support the Hendersonville Fire Department by providing matching grant funds for twelve firefighters, moving forward with the purchasing of new fire apparatus and directing staff to proceed with the development of the new Station 1. The construction of the new police headquarters is scheduled

to start in July, and staff has been directed to begin design development for a new downtown parking deck. In addition, over the next twenty-four months, the City will be making significant water and sewer infrastructure improvements. Improvements include a new water intake on the French Broad River, water system improvements in Etowah and Fletcher and other general water and sewer line replacements in the older parts of our system. These items as well as numerous other capital projects, employee benefits and equipment purchase in the FY20-21 Budget are positioning the City of Hendersonville to serve our citizens for the next fifty years.

In planning for the future, we must be vigilant in understanding how the growth of the community directly affects how existing services are provided to our citizens and visitors. Service and program costs can directly impact the long-term financial health of the City of Hendersonville and the affordability of our community. In addition, expecting City departments to maintain a high level of service in a fast-growing community without additional resources will lead to low morale, significant organizational turnover and poor service. City management will work with the City Council to balance service level expectations and the needs for additional personnel and equipment. However, it must be recognized that Hendersonville is a unique community with unique challenges. It will be the responsibility of the City Council, staff and our residents to develop unique solutions to these challenges. We will be responsible for our own destiny.

In summary, this proposed budget is balanced in accordance the State statutes and attempts to address the priorities, which have been set by the City Council for the 2020-2021 Fiscal Year. The budget is fiscally sound, and although it does not fund all the requests made by departments or external agencies, it does address the top priority needs of the City and is set at a level to maintain a high level of service for Hendersonville citizens, customers and partners.

My appreciation is expressed to Brian Pahle, Adam Murr and other staff members who helped in preparing this budget.

I recommend the proposed budget for Fiscal Year 2020-2021 to the Mayor and City Council.

Respectfully submitted,



John F. Connet
City Manager

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Ordinance # _____

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, 2020 AND ENDING JUNE 30, 2021**

WHEREAS, the City of Hendersonville is coming to the conclusion of its fiscal year and will enter into a new fiscal year on July 1, 2020; and

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

WHEREAS, a public hearing and a work session have 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 governmental and proprietary budgets, together with a financial plan for internal service funds, for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

GOVERNMENTAL FUNDS**General Fund****General Fund**

Budgeted Revenues	\$(16,772,891)
Ad Valorem Taxes	(10,347,500)
Other Taxes & Licenses	(9,500)
Unrestricted Intergovernmental	(4,923,846)
Restricted Intergovernmental	(564,645)
Permits & Fees	(444,400)
Sales & Services	(276,500)
Investment Earnings	(140,000)
Miscellaneous	(66,500)
Budgeted Expenditures	18,320,046
General Government	2,382,533
Development Assistance	448,863
Fire	3,656,734
Police	5,780,107
Public Works	4,631,490
Debt Service	1,420,319
Other Finance (Sources)/Uses	(1,547,155)
Proceeds of Debt	(290,000)
Transfers (In)	(-)
Transfers Out	-
Fund Balance Appropriated	(1,257,155)
Sub-Total Appropriation	\$18,320,046

Special Revenue Funds**Governmental Special Revenue Fund**

Budgeted Revenues	\$(21,000)
Miscellaneous	(21,000)
Budgeted Expenditures	100,500
Fire	4,000
Historic Preservation	7,500
Police	85,000
Walk of Fame	4,000
Other Finance (Sources)/Uses	(79,500)
Fund Balance Appropriated	(79,500)
Sub-Total Appropriations	\$100,500

Main Street MSD Fund

Budgeted Revenues	\$(472,410)
Ad Valorem Taxes	(296,375)
Other Taxes & Licenses	(-)
Unrestricted Intergovernmental	(162,785)
Restricted Intergovernmental	(-)
Permits & Fees	(12,250)
Sales & Services	(-)
Investment Earnings	(1,000)
Miscellaneous	(-)
Budgeted Expenditures	509,553
Downtown Program	509,553
Other Finance (Sources)/Uses	(37,143)
Fund Balance Appropriated	(37,143)
Sub-Total Appropriations	\$509,553

Seventh Avenue MSD Fund

Budgeted Revenues	\$(75,250)
Ad Valorem Taxes	(36,750)
Other Taxes & Licenses	(-)
Unrestricted Intergovernmental	(32,500)
Restricted Intergovernmental	(-)
Permits & Fees	(-)
Sales & Services	(-)
Investment Earnings	(1,000)
Miscellaneous	(5,000)
Budgeted Expenditures	102,256
Downtown Program	102,256
Other Finance (Sources)/Uses	(27,006)
Fund Balance Appropriated	(27,006)
Sub-Total Appropriations	\$102,256

PROPRIETARY FUNDS**Enterprise Funds****Environmental Services Fund**

Budgeted Revenues	\$(1,308,800)
Charges for Services	(1,290,000)
Other Taxes & Licenses	(-)
Unrestricted Intergovernmental	(9,000)
Restricted Intergovernmental	(-)
Permits & Fees	(-)
Sales & Services	(-)
Investment Earnings	(8,000)
Miscellaneous	(1,800)
Budgeted Expenditures	1,404,017
Sanitation	1,332,225
Debt Service	71,792
Other Finance (Sources)/Uses	(95,217)
Proceeds of Debt	(-)
Fund Balance Appropriated	(95,217)
Sub-Total Appropriations	\$1,404,017

Stormwater Fund

Budgeted Revenues	\$(541,790)
Charges for Services	(540,000)
Other Taxes & Licenses	(-)
Unrestricted Intergovernmental	(-)
Restricted Intergovernmental	(-)
Permits & Fees	(1,040)
Sales & Services	(-)
Investment Earnings	(750)
Miscellaneous	(-)
Budgeted Expenditures	575,423
Stormwater	541,790
Debt Service	33,633
Other Finance (Sources)/Uses	(33,633)
Proceeds of Debt	(-)
Transfer (In)	(-)
Transfers Out	-
Fund Balance Appropriated	(33,633)
Sub-Total Appropriations	\$575,423

Water & Sewer Capital Reserve Fund

Budgeted Revenues	\$(-)
Miscellaneous	(-)
Budgeted Expenditures	100,000
General Administration	100,000
Other Finance (Sources)/Uses	(100,000)
Fund Balance Appropriated	(-)
Transfers (In)	(100,000)
Transfers Out	-
Sub-Total Appropriations	\$100,000

Enterprise Funds (Continued)**Water & Sewer Fund**

Budgeted Revenues	\$(17,605,675)
Charges for Services	(16,732,300)
Other Taxes & Licenses	(-)
Unrestricted Intergovernmental	(-)
Restricted Intergovernmental	(-)
Permits & Fees	(659,975)
Sales & Services	(-)
Investment Earnings	(180,000)
Miscellaneous	(33,400)
Budgeted Expenditures	18,355,397
General Business	4,807,525
Water Distribution	2,288,056
Water Facilities Maintenance	1,761,878
Water Operations Support	547,623
Water Treatment Plant	2,340,306
Wastewater Collection	1,700,743
Wastewater Facilities Maintenance	240,121
Wastewater Operations Support	216,457
Wastewater Treatment Plant	1,700,547
Debt Service	2,752,141
Other Finance (Sources)/Uses	(749,722)
Transfers (In)	(-)
Transfers Out	100,000
Fund Balance Appropriated	(849,722)
Sub-Total Appropriations	\$18,455,397

Internal Service Funds**Health & Welfare Fund**

Budgeted Revenues	\$(282,480)
Charges for Services	(268,380)
Grant Revenue	(-)
Miscellaneous	(14,100)
Budgeted Expenditures	282,480
Employee Benefits	282,480
Other Finance (Sources)/Uses	(-)
Fund Balance Appropriated	(-)
Sub-Total Appropriations	\$282,480

Total Appropriations**\$39,849,672**

SECTION 2: That the attached detailed budget document be, and the same reflects the estimated revenues, revenue contributions, and budget appropriations of the City of Hendersonville, North Carolina, for the period beginning July 1, 2020, and ending June 30, 2021. A copy of said 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 City Clerk has published notice of this public hearing and a summary of the proposed budget in a newspaper of local circulation.

SECTION 4: That no appropriations for salaries shall be changed unless authorized by the Council. Appropriations between departments or divisions within one fund, other than salaries, including contingency appropriations, may be transferred therein by the City Manager for the purpose of equalizations when necessary as long as 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: There is hereby levied a tax at the rate of forty-nine cents (\$0.49) per one hundred dollars (\$100) valuation of property as listed for taxes as of March 1, 2020. This rate is based on an estimated total valuation of property for the purpose of taxation of \$2,013,614,720 and estimated collection rate of 98.00%.

A tax rate is also levied of twenty-six cents (\$0.26) per one hundred dollars (\$100) valuation of property as listed for taxes as of March 1, 2020, 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 \$115,971,693 and an estimated collection rate of 98.00%.

A tax rate is also levied of seventeen cents (\$0.17) per one hundred dollars (\$100) valuation of property as listed for taxes as of March 1, 2020, 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 \$19,321,660 and an estimated collection rate of 98.00%.

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 by reference and placed on file in the office of the City Clerk.

SECTION 6: That the capital items identified on the following schedule and forecasted for acquisition over the upcoming ten-year period be adopted as the official Capital Improvement Plan of the City of Hendersonville.

The *Capital Improvement Plan* is incorporated by reference and placed on file in the office of the City Clerk.

SECTION 7: 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 placed on file in the office of the City Clerk.

SECTION 9: This ordinance shall become effective on and after July 1, 2020.

SECTION 10: 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 _____ day of June, 2020.

ATTEST:

Barbara Volk, Mayor, City of Hendersonville

City Clerk

Approved as to form:

City Attorney

Ordinance # _____

CAPITAL RESERVE FUND ORDINANCE

AN ORDINANCE SETTING CAPITAL RESERVE GUIDELINES FOR THE CITY OF HENDERSONVILLE, NORTH CAROLINA FOR THE YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

WHEREAS, under North Carolina General Statute 159-18 the City of Hendersonville is authorized to establish and maintain a capital reserve for any purposes for which bonds may be issued; and

WHEREAS, the City Council deems it is in the best interest of the citizens of Hendersonville to establish a capital reserve to fund future capital improvements; and

WHEREAS, the capital reserve fund will be used in conjunction with a multi-year capital improvement program to be reviewed annually during the budget process;

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

SECTION 1 BUDGET: That the following Capital Reserve Fund (CRF) budget, purpose, anticipated revenues, and project appropriations are hereby adopted for the operation of the City of Hendersonville and its activities for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

<u>Fiscal Year 2020-21</u>		
Capital Reserve Fund Revenues		
Transfer from Water and Sewer Fund	\$	100,000
Capital Reserve Fund Expenditures		
Miscellaneous Expense	\$	100,000
Total Fund Balance	\$	314,021

SECTION 2 PURPOSE: That the purpose of the City of Hendersonville CRF will be to (1) raise funds for future economic development capital projects, (2) provide greater levels of transparency and flexibility in raising and expending funds on capital projects, (3) delineate the timeframe for which revenues will be raised for and expended on capital projects, (4) display the amounts of revenues and expenditures for capital projects funded through the CRF, and (5) detail revenue sources of the fund.

This Capital Reserve Fund Ordinance will, more specifically, be established alongside the City’s Budget Ordinance to begin saving for Water and Sewer Fund related economic development projects. The City has recognized the need to fund economic development projects and desires to fund such projects through a CRF to enhance transparency and accountability.

SECTION 3 TIMEFRAME: That revenues for Water and Sewer Fund related capital projects will be raised over a period of five (5) fiscal years- from July 1, 2019 to June 30, 2024.

SECTION 4 AMOUNTS ACCUMULATED: That this fiscal year, the City will transfer \$100,000 from the Water and Sewer Fund (Fund 60) to the Capital Reserve Fund (Fund 66). The Capital Reserve Fund (Fund 66) has an estimated total fund balance to end the fiscal year June 30th, 2020 of \$314,021. The City will save \$500,000 of revenue in the CRF for future economic development projects. The City anticipates expending \$500,000 on economic development projects.

SECTION 5 REVENUE SOURCES: That the revenue source planned for the CRF is the Water and Sewer Fund. Each year delineated, the City will transfer \$100,000 from the Water and Sewer Fund to the CRF until \$500,000 is accumulated.

Passed and adopted at the regular meeting of the City Council of the City of Hendersonville, North Carolina, held this _____ day of June, 2020.

ATTEST: _____
Barbara Volk, Mayor, City of Hendersonville

City Clerk

Approved as to form:

City Attorney

Resolution # _____

RESOLUTION OF INTENT**A RESOLUTION TO CONSIDER AND ADOPT THE RECOMMENDED CAPITAL IMPROVEMENT PLAN (CIP) AND WATER/SEWER RATE SCHEDULE FOR THE CITY OF HENDERSONVILLE, NORTH CAROLINA FOR THE FISCAL YEAR 2020-21 THROUGH THE FISCAL YEAR 2029-30**

WHEREAS, the City of Hendersonville recognizes that a Capital Improvement Plan (CIP) enables staff and the Board to plan for a vibrant community; and

WHEREAS, the CIP is a 10-year planning tool designed to help the City plan for the repair, replacement, and acquisition of capital items; to assist in financial planning; to ensure better coordination and evaluation of projects; to provide necessary lead time for project planning, permitting, and design; and to maintain or improve the City's credit rating and fiscal health; and

WHEREAS, the recommended FY20-21 through FY29-30 CIP updates preceding budgets and CIPs of prior fiscal years; and

WHEREAS, this plan is updated annually for Board review; and

WHEREAS, the Board authorizes staff to reallocate undesignated or unused funds within the CIP and Capital Reserve Fund to support other projects that may come about in the course of this timeframe; and

WHEREAS, the City establishes intent to reimburse itself for funds expended with debt proceeds for any projects identified as such in the CIP table; and

WHEREAS, this flexibility in the planning and implementation of capital needs makes the City's CIP responsive to the changing needs of its community; and

WHEREAS, the Board intends to follow the recommendations of the water and sewer rate recommendations as to provide adequate funding for the projects identified in the CIP while maintaining a strong financially sustainable fiscal position; and

WHEREAS, the Board intends to generate sufficient revenues through property taxes and the like, to provide funding for the debt service payments on General Fund projects; and

WHEREAS, this CIP will provide a vibrant future for our community and is intended to further the vision and mission of the City.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA that the City of Hendersonville City Council has

received and adopts the recommended Capital Improvement Plan (CIP) and Water/Sewer Rate Schedule in conjunction with the annual City Budget for Fiscal Year 2020-2021.

Passed and adopted at the regular meeting of the City Council of the City of Hendersonville, North Carolina, held this _____ day of June, 2020.

ATTEST:

Barbara Volk, Mayor, City of Hendersonville

City Clerk

Approved as to form:

City Attorney

Resolution # _____

**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 THE ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE NORTH FORK DREDGING PROJECT, ORDINANCE #_____, (the "Project").

Plan of Finance. The Issuer intends to finance the costs of the Projects with the proceeds of debt 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 **\$800,000**

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 _____ day of June, 2020.

ATTEST:

Barbara Volk, Mayor, City of Hendersonville

City Clerk

Approved as to form:

City Attorney

Ordinance # _____

**CAPITAL PROJECT ORDINANCE FOR
THE ACQUISITION, CONSTRUCTION AND INSTALLATION
OF THE BASIN SIX INFLOW AND INFILTRATION PROJECT**

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 infrastructure project described as the Basin Six Inflow and Infiltration project.

Section 2: The following amounts are appropriated for the project:

Account Codes				Account Name	Total Budget
Fund	Account	Project	Function		
460	550102	20009	110	Capital Outlay Services and Fees	\$ 150,000
Total Project Appropriation					\$ 150,000

Section 3: The following revenues are anticipated to be available via existing reserves in the Water and Sewer Fund and Water and Sewer Capital Project Fund for project expenses:

PROJECT TO BE FUNDED USING \$150,000 OF EXISTING RESERVES.

Section 4: The Finance Director is hereby directed to maintain within the 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 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 _____ day of June, 2020.

ATTEST:

Barbara Volk, Mayor, City of Hendersonville

City Clerk

Approved as to form:

City Attorney

Ordinance # _____

**CAPITAL PROJECT ORDINANCE FOR
THE ACQUISITION, CONSTRUCTION AND INSTALLATION
OF THE NORTH FORK DREDGING PROJECT**

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 infrastructure project described as the North Fork Dredging project.

Section 2: The following amounts are appropriated for the project:

Account Codes				Account Name	Total Budget
Fund	Account	Project	Function		
460	550102	19010	100	Capital Outlay Services and Fees	\$ 85,000
460	550103	19010	100	Capital Outlay - CIP	715,000

Total Project Appropriation \$ 800,000

Section 3: The following revenues are anticipated to be available via bond proceeds for project expenses:

Account Codes				Account Name	Total Budget
Fund	Account	Project	Function		
460	470100	19010	000	Transfer in from Water and Sewer	\$ 85,000
460	470010	19010	000	Bond Proceeds	\$ 715,000

Total Project Revenue \$ 800,000

Section 4: The Finance Director is hereby directed to maintain within the 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 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 _____ day of June, 2020.

ATTEST:

Barbara Volk, Mayor, City of Hendersonville

City Clerk

Approved as to form:

City Attorney

Ordinance # _____

**CAPITAL PROJECT ORDINANCE FOR
THE ACQUISITION, CONSTRUCTION AND INSTALLATION
OF THE OLD BRICKYARD ROAD WATER IMPROVEMENT PROJECT**

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 infrastructure project described as the Old Brickyard Road Water Improvement project.

Section 2: The following amounts are appropriated for the project:

Account Codes				Account Name	Total Budget
Fund	Account	Project	Function		
460	550102	20010	100	Capital Outlay Services and Fees	\$ 60,000
460	550103	20010	100	Capital Outlay - CIP	400,000

Total Project Appropriation \$ 460,000

Section 3: The following revenues are anticipated to be available via transfers from the Water and Sewer Fund and existing reserves in the Water and Sewer Fund and Water and Sewer Capital Project Fund for project expenses:

Account Codes				Account Name	Total Budget
Fund	Account	Project	Function		
460	470100	20010	000	Transfer in from Water and Sewer	\$ 60,000
460	470900	20010	000	Fund Balance Appropriation	400,000

Total Project Appropriation \$ 460,000

Section 4: The Finance Director is hereby directed to maintain within the 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 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 _____ day of June, 2020.

ATTEST:

Barbara Volk, Mayor, City of Hendersonville

City Clerk

Approved as to form:

City Attorney

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
ADMINISTRATION	
General	
Application for Certificate of Public Convenience & Necessity (taxicab)	\$60.00
CDs	\$1.00
Copy Charges (per page)	
Black	\$0.15
Color	\$0.25
City Council Agenda Subscription	
Meeting Subscription & Printing	\$15.00 per agenda packet
Annual Subscription & Printing	\$180.00 per fiscal year
Special Event Vendors: (per day)	
Single-Day Food Vendors	\$30.00
Multi-Day Food Vendors	\$55.00 per day
Non-Food Vendors	\$15.00
DEVELOPMENT ASSISTANCE	
General	
Administrative Review	No Charge
Annexation Waiver, Voluntary (contiguous or satellite)	\$26.00
Comprehensive Plan (per page)	
Black	\$0.15
Color	\$0.25
Conditional Use	\$200.00
Copy Charges (per page)	
Black	\$0.15
Color	\$0.25
Large Format Copy	\$10.00
Demolition Admin Fee	\$100.00
Floodplain Development Permit	\$300.00
Non-Conforming Use	\$100.00
Nuisance Fee (Admin. Cost Doubles for each Offense within a Year)	Cost + \$100 Admin. Cost
Outdoor Dining Fee (Annual)	\$0.50 per Sq. Ft.
Sign Permits (based on cost of sign)	
Minimum	\$40.00
\$1,000	\$45.00
\$2,000	\$50.00
\$3,000	\$55.00
\$4,000	\$60.00
\$5,000	\$65.00
\$6,000	\$70.00
\$7,000	\$75.00
\$8,000	\$80.00
\$9,000	\$85.00
\$10,000	\$90.00
Over \$10,000	\$40.00 per \$1000 over \$10,000

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Site Plan Reviews & Amendments	
Commercial, Industrial or Institutional	
5,000 - 19,999 square feet in floor area	\$300.00
20,000 - 50,000 square feet in floor area	\$450.00
Minor Planned Residential Developments	
3 - 10 dwellings	\$300.00
11 - 50 dwellings	\$450.00
Conditional Use Reviews & Amendments	\$100/acre (\$500 minimum)
Street Closing Petition (\$1,000 deposit)	Actual Cost
Subdivision Ordinance (per page)	\$0.15
Subdivision Plats	\$20/lot
Telecommunications Towers, Antennas and Equipment	
Basic Permit (C-3, I-1)	\$450.00
Special Use Permit	\$2500.00 ¹
Small Wireless Facilities (first 5 facilities)	\$100.00 each
Additional small wireless facilities on the same application	\$50.00 each
Temporary Use Permit	\$60.00
Traffic Impact Analysis Study	\$1,000.00
Variance	\$75.00
Zoning Map	\$5.00
Zoning Ordinance (per page)	\$0.15
Zoning Ordinance Map Amendment (Legislative Rezoning)	
Commercial or Industrial	\$275.00
Residential < 3 acres	\$175.00
Residential > 3 acres	\$225.00
Zoning Ordinance Text Amendments	\$175.00
Zoning Permit	\$50.00

¹Applicable only to applications required to meet the additional standards contained in Section 16-4-23.4.

Fees for towers proposed for siting in PCD or PID district are included in the fee for conditional use review.

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
FIRE DEPARTMENT	
General	
Illegal Burn Fee	\$100.00
Operational Permits	
ABC License Fee	\$50.00
Amusement Buildings	\$50.00
Carnival and Fairs	\$50.00
Combustible dust-producing operations	\$100.00
Covered and Open Mall Buildings	\$50.00
Exhibits and trade shows (per event)	\$50.00
Explosives	\$100.00
Flammable and Combustible Liquids	\$100.00
Fumigation and thermal insecticide fogging	\$100.00
Liquid or gas-fueled vehicles or equipment in assembly buildings	\$100.00
Private Hydrants	\$50.00
Pyrotechnic special effects material	\$100.00
Spraying and Dipping	\$100.00
Temporary membrane structures, tents, and canopies (excludes special events)	\$50.00
Construction Permits	
Automatic fire extinguishing systems	\$100.00
Battery systems	\$100.00
Compressed gas	\$100.00
Cryogenic fluids	\$100.00
Emergency responder radio coverage system	\$100.00
Fire alarm and detection systems and related equipment	\$100.00
Fire pumps and related equipment	\$100.00
Flammable and Combustible liquids	\$100.00
Gates and barricades across fire apparatus access roads	\$100.00
Hazardous Materials	\$100.00
Industrial Ovens	\$100.00
LP Gas	\$100.00
Private fire hydrant	\$100.00
Smoke control or smoke exhaust systems	\$100.00
Solar photovoltaic power systems	\$100.00
Spraying and Dipping	\$100.00
Standpipe systems	\$100.00
Temporary membrane structures, tents,canopies (per site, excludes special	\$50.00
Construction Plans Review	
Commercial hood suppression systems	\$100.00
Explosives and fireworks	\$100.00
Petroleum tanks and appurtenances	\$100.00

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Sprinkler systems, fire alarm systems and Emergency Responder Radio Coverage Systems	
Minimum up to 1,000 square feet	\$50.00
1,001 - 5,000 square feet	\$100.00
5,001 - 10,000 square feet	\$150.00
10,001 - 25,000 square feet	\$200.00
25,001 - 50,000 square feet	\$250.00
50,001 - 100,000 square feet	\$300.00
100,001 - 200,000 square feet	\$350.00
Over 200,000 square feet	\$400.00
Work without a permit	\$250.00
Fire Inspection Fees	
Minimum up to 1,000 square feet	\$50.00
1,001 - 5,000 square feet	\$100.00
5,001 - 10,000 square feet	\$150.00
10,001 - 25,000 square feet	\$200.00
25,001 - 50,000 square feet	\$250.00
50,001 - 100,000 square feet	\$300.00
100,001 - 200,000 square feet	\$350.00
Over 200,000 square feet	\$400.00
R-2 & S Occupancies (Apartment Complexes, Storage Units, etc...)	
1-20 Units	\$50.00
21-50 Units	\$100.00
51-100 Units	\$150.00
101-150 Units	\$200.00
151-200 Units	\$250.00
201-250 Units	\$300.00
251-300 Units	\$350.00
Over 300 Units	\$400.00
Re-inspections	
Re-inspection Fee (Follow-up) per re-inspection	\$100.00
Hazardous Material Response Fees	
Chief Officer - per officer (per hr.)	\$75.00
Engine Company Response - per engine (per hr.)	\$150.00
Fire Marshal/Deputy Fire Marshal - per person (per hr.)	\$50.00
Ladder/Truck Response - per ladder/truck (per hr.)	\$200.00
Materials/Supplies Used	Actual replacement cost
Off Duty/Call Back Personnel	Average hourly rate x 1.5
Site Assessment Fee	\$50.00

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
FINANCE	
General	
Beer License - On Premises	\$15.00
Beer License - Off Premises	\$5.00
Carnival Permit	\$100/week + \$5 per device
Returned item fee	\$25.00
Itinerant Merchant/Peddlers Permit	\$100.00
Motor Vehicle Tag Fee	\$15.00
Wholesale Dealers License - Beer Only	\$37.50
Wholesale Dealers License - Wine Only	\$37.50
Wholesale Dealers License - Beer & Wine	\$62.50
Wine License - On Premises	\$15.00
Wine License - Off Premises	\$10.00
<p><i>*In accordance with G.S. 105-113.77 and G.S. 105-113.79 If a business has multiple locations in one county or city, that business will need to obtain separate ABC licenses for each location. City beer and wine taxes must increase by 10% for each additional license of the same type issued to the same taxpayer for use at a separate location. Furthermore, G.S. 105-236 applies penalties for failure to pay for and obtain local beer and wine license taxes. Operating a business without the required privilege license triggers a monthly penalty of 5 % of the applicable privilege license tax, up to a total of 25 %. Failure to pay the required tax triggers a separate 10% penalty. These violations are also Class 1 misdemeanors.</i></p>	

POLICE	
General	
Fingerprinting	\$10.00
Precious Metals Dealer Background Check	\$75.00
Precious Metals Dealer Permit	\$180.00
Parking Fees, Fines & Penalties:	
All Other Parking Violations C.O. 50	\$25.00
Construction parking permit (per day)	\$5.00
Crosswalk	\$25.00
Fire Lane	\$100.00
Fire Hydrant	\$100.00
Habitual Offender (3 Tickets or more in 30 days)	\$100.00
Handicapped	\$250.00
Limited Zone (Same Block Parking)	\$50.00
Loading Zone/15 minute parking	\$25.00
Monthly Parking Space - G Permit Interior	\$40.00
Monthly Parking Space - G Permit Exterior	\$30.00
Monthly Parking Space - R Permit Interior	\$30.00
Monthly Parking Space - R Permit Exterior	\$20.00
Monthly Parking Space - S Permit Interior	\$20.00
Monthly Parking Space - S Permit Exterior	\$10.00
Overtime/Expired meter	\$25.00
Parking meter (per 1/2 hour)	\$0.50
Penalty after 15 days	\$25.00
Penalty after 30 days additional	\$50.00
Subsequent overtime	\$50 + Doubles each O/T

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
PUBLIC WORKS	
Ball Field Rates and Fees	
Field Rental (6:00am to 10:00pm)	
12 Week Seasons	\$20.00 per player
Tournaments	\$150.00 per day
Camps	\$100.00 per day
Field Operation and Maintenance	
Field Preparation by City Staff	\$75.00
Key Deposit for Field Lighting Access	\$25.00
Facility Cleaning by City Staff	\$50.00
Permit Cancellation Processing Fee	\$25.00
Boyd Park Mini-Golf Admission	
Adults	\$3.00
Children	\$2.00
Course Rental (full day - with concessions)	\$200.00
Course Rental (full day - without concessions)	\$300.00
Miscellaneous	
Backhoe (per hour)	\$80.00
Building Maintenance Fees (per hour)	\$45.00
Bush Hogs/Tractor Mowing (per hour)	\$80.00
Electrical Usage for Special Events - 20 Amps or Less	\$25/per day
Electrical Usage for Special Events - 21 Amps - 50 Amps	\$50/per day
Electrical Usage for Special Events - over 50 Amps	\$100/per day
Encroachment Permit Fee	\$20.00
Fleet Maintenance Fees (per hour)	\$45.00
Gas Utility Cuts (per 5' X 5' cut)	\$400.00
Sidearm Mower Rental (per hour)	\$125.00
Water/Flusher Truck (per load)	\$100.00
Water/Sewer Utility Cuts	\$400.00
Weed Eater/Hedge Trimmer (per hour)	\$40.00
Oakdale Cemetery Lots (per grave space)	
City Resident	\$500.00
Out of City Resident	\$1,000.00
Infant Lots - City Resident	\$250.00
Infant Lots - Out of City Resident	\$500.00
Operation Center Room Rental Rates	
Large Assembly Room (8 a.m. - 5 p.m.)	\$100.00
Large Assembly Room (5 p.m. - 10 p.m.)	\$50.00
Small Assembly Room (8 a.m. - 5 p.m.)	\$20.00
Small Assembly Room (5 p.m. - 10 p.m.)	\$10.00
Park Usage	
Berkeley Park - Large Pavilion (May through September)	\$50/half day
Berkeley Park - Field Usage for Organized Groups (per player per season)	\$20.00
Patton Park - Small Pavilion	\$25/half day
Patton Park - Large Pavilion (May through September)	\$50/half day
Patton Park - Field Usage for Organized Groups (per player per season)	\$10.00

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Patton Pool	
Daily Admittance Fee (adults)	\$5.00
Daily Admittance Fee (children) (3yrs or younger will be free with adult)	\$4.00
Lap Swim	\$4.00
Punch Pass - Adult - City Resident (15 admissions)	\$38.00
Punch Pass - Adult - Non City Resident (15 admissions)	\$60.00
Punch Pass - Youth - City Resident (15 admissions)	\$30.00
Punch Pass - Youth - Non City Resident (15 admissions)	\$45.00
Season Pass - Family - City Resident	\$150.00
Season Pass - Family - Non City Resident	\$300.00
Season Pass - Individual Adult - City Resident	\$75.00
Season Pass - Individual Adult - Non City Resident	\$150.00
Season Pass - Individual Senior - City Resident	\$60.00
Season Pass - Individual Senior - Non City Resident	\$120.00
Season Pass - Individual Youth - City Resident	\$60.00
Season Pass - Individual Youth - Non City Resident	\$120.00
Sanitation Services	
Sanitation Service Deposit	\$60.00
Utility Bill Late Fee	\$10.00 or 5% of past due balance, whichever is greater
Commercial Services	
Commercial Recycling Collection (up to four 65 gallon carts emptied once pe	\$12.00
Commercial Recycling Collection (up to four 65 gallon carts emptied twice pe	\$22.00
Commercial-Business refuse pickup per can (96-gal)	\$27.50
Commercial-Business refuse pickup per can (96-gal) (Actively Recycles)	\$24.00
Residential Services	
Residential - 96-gal container (non recycler)	\$22.00
Residential - 96-gal container (actively recycles)	\$18.50
Residential - 32-gal container (non recycler)	\$20.00
Residential - 32-gal container (actively recycles)	\$16.25
Small Special load (collected with pickup truck and city staff)	\$50.00
Special Loads (tipping fee added to special fee) (collected with knuckleboom using city staff)	\$150.00
Stolen/Damaged Cart Replacement Fee	\$100.00
Stormwater Services	
Stormwater Monthly Fee	\$5.00
Stormwater Permit Fee	\$520.00

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
WATER AND SEWER	
Water	
General	
Residential Water & Sewer Deposit	
Tier 1	\$0.00
Tier 2	\$80.00
Tier 3	\$120.00
Customer unable to perform utility credit check - Residential	\$240.00
Residential - Rental Water & Sewer Deposit	
Tier 1	\$60.00
Tier 2	\$80.00
Tier 3	\$120.00
Customer unable to perform utility credit check - Residential Rental	\$240.00
Non-Residential Water & Sewer Deposit	
Tier 1	\$250.00
Customer unable to perform utility credit check - Non-Residential	\$500.00
Utility Bill Late Fee	\$10.00 or 5% of past due balance, whichever is greater
Inside City Limits	
Base Charge by Meter Size	
3/4"	\$6.52
1"	\$7.61
1 1/2"	\$10.51
2"	\$14.04
3"	\$22.29
4"	\$34.06
6"	\$63.48
8"	\$98.79
Volumetric Charges	
Residential	
0 to 6,000 gallons	\$3.17 per 1000 gallons
6,000 to 14,000 gallons	\$3.49 per 1000 gallons
14,000 gallons and greater	\$3.97 per 1000 gallons
Commercial/Industrial	
0 to 40,000 gallons	\$3.17 per 1000 gallons
40,000 to 200,000 gallons	\$2.75 per 1000 gallons
200,000 gallons and greater	\$2.53 per 1000 gallons
Irrigation	
0 to 40,000 gallons	\$3.97 per 1000 gallons
40,000 gallons and greater	\$3.97 per 1000 gallons

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Outside City Limits	
Base Charge by Meter Size	
3/4"	\$9.45
1"	\$11.03
1 1/2"	\$15.24
2"	\$20.35
3"	\$32.32
4"	\$49.39
6"	\$92.05
8"	\$143.25
Volumetric Charges	
Residential	
0 to 6,000 gallons	\$4.60 per 1000 gallons
6,000 to 14,000 gallons	\$5.06 per 1000 gallons
14,000 gallons and greater	\$5.75 per 1000 gallons
Commercial/Industrial	
0 to 40,000 gallons	\$4.60 per 1000 gallons
40,000 to 200,000 gallons	\$3.99 per 1000 gallons
200,000 gallons and greater	\$3.67 per 1000 gallons
Irrigation	
0 to 40,000 gallons	\$5.75 per 1000 gallons
40,000 gallons and greater	\$5.75 per 1000 gallons
Wholesale	
Base Charge by Meter Size	
3/4"	\$9.45
1"	\$11.03
1 1/2"	\$15.24
2"	\$20.35
3"	\$32.32
4"	\$49.39
6"	\$92.05
8"	\$143.25
Volumetric Charges	
Municipal/Wholesale	
All Usage	\$3.17 per 1000 gallons
Bulk Water	
All Usage	\$5.75 per 1000 gallons
Other Customers	
Public Schools	
Base Charge per Account	\$6.52 per month
All Usage	\$3.17 per 1000 gallons

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Taps & Connections	
Water Main Tap and Service, 3/4"	\$1,000.00
Water Main Tap and Service, 1"	\$1,400.00
Water Main Tap and Service > 1"	Cost plus 10%
Water Service - Stub Out, 3/4" (install meter box and meter)	\$600.00
Water Service - Stub Out, 1" (install meter box and meter)	\$650.00
Water Service - Stub Out, >1" (install meter box/multi-box/vault and meter)	Cost plus 10%
Water Service - Drop Meter, 3/4" (install meter only)	\$300.00
Water Service - Drop Meter, 1" (install meter only)	\$350.00
Water Service - Drop Meter, >1" (install meter only)	Cost plus 10%
Irrigation Tee, 3/4" (install meter box and meter)	\$600.00
Irrigation Tee, 1" (install meter box and meter)	\$650.00
Meters	
Turn On/Off/Set Meter During Business Hours	\$40.00
Turn On/Off/Set Meter After Business Hours	\$100.00
Meter Drop Charge	\$300.00
Meter Replacement Charge	Cost plus 10%
Meter Tampering Fee	\$250.00
Test Meter, at customer's request (<1-in.); if meter faulty - No Charge	\$45.00
Test Meter, at customer's request (>1-in.); if meter faulty - No Charge	Cost plus 10%
Engineering Review Fees	
Line Extensions	\$300.00
Pump Stations	\$75.00
Storage Tanks	\$75.00
Failure to Install Backflow Assembly, 1st Notice	\$400.00
Failure to Install Backflow Assembly, 2nd Notice	\$500.00
Failure to Test Backflow Assembly Annually	\$100.00
Failure to Replace/Repair Backflow Assembly	\$500.00
Falsifying Records Regarding the Testing of Backflow Assemblies	\$500.00
Water Line Inspections (\$100 min)	\$3.00 per linear foot
Miscellaneous Fees	
Assist with Fire Hydrant Flow/Pressure Testing Conducted by Others	\$50.00
Chemical Analysis of Water	Cost plus 10%
Drill for Main Tap, Cost/Inch of Diameter	\$150.00
Fire Hydrant Installation	Cost plus 10%
Assist with Hydrant Flow/Pressure Testing Conducted by Others	\$50.00
Illegal Use of Fire Hydrant/Tampering Fee	\$500 + Damages
Premise Visit	\$40.00
Reconnection of Service at Main	Cost plus 10%
Replace Removed Meter due to additional usage after non-payment cut-off	
During Business Hours	\$75.00
After Business Hours	\$100.00
Relocate Meter / Box	Cost plus 10%
Water Conservation Incentives Program Rebate Schedule	
Clothes Washer (\$75 min; \$150 max) - Limit one per account	15% of purchase price
High-Efficiency Toilet (\$25 min; \$100 max) - Limit 2 per residential account	15% of purchase price
Customer-Side Shut-Off Valve - Limit one per account	up to \$300.00
Weather-Based Irrigation System Controller - Limit one per account	**50% of purchase price or \$200, whichever is less

Limited number of rebates offered annually

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Sewer	
General	
Residential Water & Sewer Deposit	
Tier 1	\$0.00
Tier 2	\$80.00
Tier 3	\$120.00
Customer unable to perform utility credit check - Residential	\$240.00
Residential - Rental Water & Sewer Deposit	
Tier 1	\$60.00
Tier 2	\$80.00
Tier 3	\$120.00
Customer unable to perform utility credit check - Residential Rental	\$240.00
Non-Residential Water & Sewer Deposit	
Tier 1	\$125.00
Tier 2	\$175.00
Tier 3	\$250.00
Customer unable to perform utility credit check - Non-Residential	\$500.00
Utility Bill Late Fee	\$10.00 or 5% of past due balance, whichever is greater
Inside City Limits	
Base Charge by Meter Size	
3/4"	\$7.27
1"	\$9.14
1 1/2"	\$13.77
2"	\$19.35
3"	\$32.39
4"	\$51.02
6"	\$97.53
8"	\$153.37
Volumetric Charges	
All Usage	\$5.07 per 1000 gallons
Sewer Only-Flat Rate	\$29.58 per month
Outside City Limits	
Base Charge by Meter Size	
3/4"	\$10.90
1"	\$13.70
1 1/2"	\$20.65
2"	\$29.03
3"	\$48.59
4"	\$76.52
6"	\$146.30
8"	\$230.06
Volumetric Charges	
All Usage	\$7.60 per 1000 gallons
Sewer Only-Flat Rate	\$44.66 per month

CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Wholesale	
Base Charge by Meter Size	
3/4"	\$10.90
1"	\$13.70
1 1/2"	\$20.65
2"	\$29.03
3"	\$48.59
4"	\$76.52
6"	\$146.30
8"	\$230.06
Volumetric Charges	
All Usage	\$7.60 per 1000 gallons
Other Customers	
Public Schools	
Base Charge per Account	\$7.27
All Usage	\$5.07 per 1000 gallons
Internal Sewer	
Base Charge per Account	See Wholesale Charges
All Usage	\$7.60 per 1000 gallons
Henderson County Sewer	
Base Charge per Account	See Wholesale Charges
All Usage	\$7.60 per 1000 gallons
<i>Note: City sewer rates are not applicable to the Cane Creek MSD</i>	
Taps and Connections	
Sewer Taps, 4" gravity sewer tap	\$1,500.00
Fee per 6" gravity sewer tap	\$1,800.00
Fee per 8" gravity sewer tap	\$2,000.00
Surcharges	
BOD (biochemical oxygen demand), per lb. in excess of 250-mg/l	\$0.25
TSR (total suspended residue), per lb. in excess of 250-mg/l	\$0.15
Ammonia nitrogen, per lb. in excess of 30-mg/l	\$1.50
Engineering Review Fees	
Line Extensions	\$300.00
Pump Stations	\$75.00
Sewer Line Inspections (\$100 min)	\$5.00 per linear foot
Miscellaneous Fees	
Concrete Core Drill (manhole), Cost/Inch of Diameter	\$150.00
Drill for Main Tap, Cost/Inch of Diameter	\$100.00
Food Services Sewer Connection Application Fee	\$75.00
Nondischarge Permit Fee	\$300.00
Premise Visit	\$40.00
Pretreatment Program	Cost of Program Per SIU
Septic Tank Waste Disposal	
350 gallons	\$21.00
1,000 gallons	\$60.00
1,500 gallons	\$90.00
2,000 gallons	\$120.00
>2,000 gallons	\$60.00 per 1,000 gallons
Septic Tank Waste Disposal Permit	\$75.00

**CITY OF HENDERSONVILLE FEE SCHEDULE
ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2020 - 2021**

PUBLIC HEARING REQUIRED FOR ITEMS DENOTED WITH ASTERIK *

DESCRIPTION	COST / CHARGE / FEE
Equipment Usage (hourly rates)	
Rubber-Tired Backhoe, Small	\$33.00
Rubber-Tired Backhoe, Large	\$38.00
Mini-Excavator, 8,000-lb	\$18.00
Mini-Excavator, 12,000-lb	\$39.00
Excavator, 30,000-lb	\$65.00
Vac Truck	\$75.00
Dump Truck (single-axle), Small	\$20.00
Dump Truck (single-axle), Large	\$35.00
Dump Truck (dual axle)	\$55.00
Dump Truck (triauxle)	\$65.00
Pick-Up Truck	\$14.00
Harben	\$25.00
Camera Truck	\$75.00
Air Compressor	\$20.00
Air Hammer/Pusher	\$0.65
Soil Tamp	\$20.00

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Capital Improvement Plan

Budget FY20-21

DEPARTMENT	FISCAL YEAR	TITLE	TOTAL COST	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30+	Fund	Dept	Acct	Funding Type	
City Engineer		Clear Creek Greenway	2,100,000	200,000	1,900,000	-	-	-	-	-	-	-	-	CPO	1014	519200	Loan	
		FY19-20 Vehicle Lease (2 units)	91,590	18,318	18,318	18,318	18,318	18,318	-	-	-	-	-	010 / 060	1014	554002	GF/WS Cash	
		FY20-21 Vehicle Equipment (one-time costs)	3,600	3,600	-	-	-	-	-	-	-	-	-	010 / 060	1014	554002	GF/WS Cash	
		FY20-21 Vehicle Lease (2 Units)	41,612	10,750	6,172	6,172	6,172	6,172	6,172	6,172	-	-	-	010 / 060	1014	554002	GF/WS Cash	
	2021 Total		2,236,802	232,668	1,924,490	24,490	24,490	24,490	24,490	6,172	-	-	-					
2022		City Hall/Ops Renovations #19140	850,000	-	100,000	750,000	-	-	-	-	-	-	-	410	1014	550103	Loan	
		EB-5860 Blythe Street Sidewalk Improvements	2,070,000	-	270,000	1,800,000	-	-	-	-	-	-	-	010 / 060	1014	555001	GF/WS Cash/Loan	
		EB-5963 Grove Street Sidewalk Improvements	1,610,000	-	210,000	1,400,000	-	-	-	-	-	-	-	010 / 060	1014	555001	GF/WS Cash/Loan	
		2022 Total	4,530,000	-	580,000	3,950,000	-	-	-	-	-	-	-					
City Engineer Total			6,766,802	232,668	2,504,490	3,974,490	24,490	24,490	6,172	-	-	-	-					
Environmental Services		Annual Brush and Leaf Grinding	365,000	30,000	35,000	35,000	35,000	38,000	38,000	38,000	38,000	38,000	40,000	068	7855	519200	ESF Cash	
		Miscellaneous Tree Removal from Street ROW	146,000	11,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	068	7855	519200	ESF Cash	
		2021 Total	511,000	41,000	50,000	50,000	50,000	53,000	53,000	53,000	53,000	53,000	55,000					
		Leaf Machine Replacement	120,000	-	60,000	-	-	-	60,000	-	-	-	-	068	7855	554001	Loan	
2022		Truck Replacement	400,000	-	200,000	-	200,000	-	-	-	-	-	-	068	7855	554001	Loan	
		2022 Total	520,000	-	260,000	-	200,000	60,000	-	-	-	-	-					
Environmental Services Total			1,031,000	41,000	310,000	50,000	250,000	113,000	53,000	53,000	53,000	55,000						
Fire		Carport	3,000	3,000	-	-	-	-	-	-	-	-	-	010	1400	552001	GF Cash	
		Fire Engine 1 Replacement #19020	800,000	800,000	-	-	-	-	-	-	-	-	-	410	1400	550103	Loan	
		FY19-20 Vehicle Lease (2 units)	46,900	9,380	9,380	9,380	9,380	9,380	-	-	-	-	-	010	1400	554002	GF Cash	
		FY20-21 Vehicle Equipment (one-time costs)	12,150	12,150	-	-	-	-	-	-	-	-	-	010	1400	554002	GF Cash	
2021		FY20-21 Vehicle Lease (2 units)	107,535	11,235	19,260	19,260	19,260	19,260	19,260	-	-	-	-	010	1400	554002	GF Cash	
		Replace Extrication Equipment (Over 3 Years)	95,000	20,000	35,000	-	-	-	-	-	-	-	20,000	20,000	010	1400	554001	GF Cash
		2021 Total	1,064,585	855,765	63,640	28,640	28,640	28,640	19,260	-	-	-	20,000	20,000				
		Fire Ladder 1 Replacement #19021	1,500,000	-	1,500,000	-	-	-	-	-	-	-	-	-	410	1400	550103	Loan
2022		Fire Station #1 Construction #19019	8,000,000	-	8,000,000	-	-	-	-	-	-	-	-	410	1400	550103	Loan	
		Kubota RTU 900 w/ Trailer	27,500	-	27,500	-	-	-	-	-	-	-	-	010	1400	554001	GF Cash	
		Lion Digital Fire Extinguisher Trainer	17,000	-	17,000	-	-	-	-	-	-	-	-	010	1400	554001	GF Cash	
		LUCAS Chest Compression System - SAFER Purchase	17,000	-	17,000	-	-	-	-	-	-	-	-	010	1400	554001	GF Cash	
		Replace Masimo - Rad 57 Monitors	16,000	-	16,000	-	-	-	-	-	-	-	-	010	1400	554001	GF Cash	
		Thermal Imaging Camera Replacement (Over two years) - Recurring every 5 years	90,000	-	30,000	15,000	-	-	-	30,000	15,000	-	-	010	1400	554001	GF Cash	
		2022 Total	9,667,500	-	9,607,500	15,000	-	-	-	30,000	15,000	-	-					
		Fire & Life Safety Educator Vehicle	35,000	-	-	35,000	-	-	-	-	-	-	-	010	1400	554002	GF Cash	
		Fire Engine 3 Purchase #19022	800,000	-	-	800,000	-	-	-	-	-	-	-	410	1400	550103	Loan	
		Replace Multi Gas Monitors - Recurring every 4 years	100,000	-	-	20,000	20,000	-	-	-	10,000	10,000	40,000	010	1400	554001	GF Cash	
	Tablet Replacement - Recurring every 3 years	80,000	-	-	20,000	-	-	-	20,000	-	-	20,000	010	1400	554001	GF Cash		
	2023 Total	1,015,000	-	-	875,000	20,000	-	20,000	-	10,000	30,000	60,000						
2024		Commission on Fire Accreditation International - Applicant Agency	16,250	-	-	6,250	-	-	10,000	-	-	-	-	010	1400	519200	GF Cash	
		Replace Station Lawnmowers (Over 2 Years)	16,000	-	-	-	8,000	8,000	-	-	-	-	-	010	1400	554001	GF Cash	
		Replacement of Self-Contained Breathing Apparatus	325,000	-	-	-	325,000	-	-	-	-	-	-	010	1400	554001	GF Cash	
	2024 Total	357,250	-	-	-	339,250	8,000	10,000	-	-	-	-						
2025		Fire Department Training Facility	250,000	-	-	-	-	250,000	-	-	-	-	-	CPO	1400	550103	Loan	
		Purchase a Service/Rescue Company for Station 1	900,000	-	-	-	-	900,000	-	-	-	-	-	CPO	1400	550103	Loan	
		Replace AED's	65,000	-	-	-	-	65,000	-	-	-	-	-	010	1400	554001	GF Cash	
		Replace Assistant Fire Marshal Vehicle (14-51)	40,000	-	-	-	-	40,000	-	-	-	-	-	010	1400	554002	GF Cash	
	2025 Total	1,340,000	-	-	-	-	1,340,000	-	-	-	-	-						
2026		Replace Fire Chief Vehicle	55,000	-	-	-	-	-	55,000	-	-	-	-	010	1400	554002	GF Cash	
		Vehicle Stabilization Struts	20,000	-	-	-	-	-	20,000	-	-	-	-	010	1400	554001	GF Cash	
	2026 Total	75,000	-	-	-	-	-	75,000	-	-	-	-						
2027		Replace Engine 4 (Engine 2 will go into Reserve)	800,000	-	-	-	-	-	-	800,000	-	-	-	CPO	1400	550103	Loan	
		Replace Exercise Equipment	30,000	-	-	-	-	-	-	30,000	-	-	-	010	1400	554001	GF Cash	
		Replace Fire Inspector Vehicle	35,000	-	-	-	-	-	-	35,000	-	-	-	010	1400	554002	GF Cash	
	2027 Total	865,000	-	-	-	-	-	-	865,000	-	-	-						
2028		LUCAS Chest Compression System - Recurring every 9 years	17,000	-	-	-	-	-	-	-	17,000	-	-	010	1400	554001	GF Cash	
		Replace Engine 1 #19020	800,000	-	-	-	-	-	-	-	800,000	-	-	410	1400	550103	Loan	
		Replace Fire Marshal Vehicle	45,000	-	-	-	-	-	-	-	45,000	-	-	010	1400	554002	GF Cash	
	2028 Total	862,000	-	-	-	-	-	-	-	862,000	-	-						
2029		Replace Assistant Fire Marshal Vehicle	40,000	-	-	-	-	-	-	-	-	-	40,000	010	1400	554002	GF Cash	
		Replace Training/Logistics Vehicle	45,000	-	-	-	-	-	-	-	-	-	45,000	010	1400	554002	GF Cash	
	2029 Total	85,000	-	-	-	-	-	-	-	-	-	85,000						
Fire Total			15,331,335	855,765	9,671,140	918,640	387,890	1,376,640	124,260	895,000	887,000	50,000	165,000					

Capital Improvement Plan

Budget FY20-21

DEPARTMENT	FISCAL YEAR	TITLE	TOTAL COST	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30+	Fund	Dept	Acct	Funding Type
Police		FY19-20 Marked Vehicles (9 units)	410,400	82,080	82,080	82,080	82,080	82,080	-	-	-	-	-	010	1300	554002	GF Cash
		FY19-20 Un-Marked Vehicles (3 units)	122,400	24,480	24,480	24,480	24,480	24,480	-	-	-	-	-	010	1300	554002	GF Cash
		FY20-21 Vehicle Equipment (one-time costs)	25,000	-	-	-	-	-	-	-	-	-	-	010	1300	554002	GF Cash
		FY20-21 Vehicle Replacement 01-05 Unmarked Blue Ford Taurus	44,890	4,690	8,040	8,040	8,040	8,040	8,040	8,040	-	-	-	010	1300	554002	GF Cash
		FY20-21 Vehicle Replacement 15-18 K9 Jennifer Drake	42,885	5,635	7,450	7,450	7,450	7,450	7,450	7,450	-	-	-	010	1300	554002	GF Cash
		FY20-21 Vehicle Replacement 2014 Dodge Durango	45,465	5,215	8,050	8,050	8,050	8,050	8,050	8,050	-	-	-	010	1300	554002	GF Cash
		Police Headquarters #18020	11,500,000	11,500,000	-	-	-	-	-	-	-	-	-	410	1300	550103	Loan
	2021 Total		12,191,040	11,647,100	130,100	130,100	130,100	130,100	23,540	-	-	-	-				
		Domain Server Replacement	10,000	-	10,000	-	-	-	-	-	-	-	-	010	1300	554001	GF Cash
		Vehicle Replacement 1452 Marked	56,060	-	14,386	9,261	9,261	9,261	9,261	4,630	-	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1454 Marked	56,060	-	14,386	9,261	9,261	9,261	9,261	4,630	-	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1455 Marked	56,060	-	14,386	9,261	9,261	9,261	9,261	4,630	-	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1456 Unmarked	82,332	-	8,180	16,358	16,358	16,358	16,358	8,720	-	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1462 Unmarked	40,896	-	4,090	8,179	8,179	8,179	8,179	4,090	-	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1522 K9	58,100	-	16,426	9,261	9,261	9,261	9,261	4,630	-	-	-	010	1300	554002	GF Cash
	2022 Total		359,508	-	81,854	61,581	61,581	61,581	61,581	31,330	-	-	-				
		Vehicle Replacement 1463 Marked	57,181	-	-	14,674	9,446	9,446	9,446	9,446	4,723	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1480 Truck	58,429	-	-	16,755	9,261	9,261	9,261	9,261	4,630	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1481 Truck	58,429	-	-	16,755	9,261	9,261	9,261	9,261	4,630	-	-	010	1300	554002	GF Cash
		Vehicle Replacement 1526 Unmarked	41,712	-	-	4,172	8,342	8,342	8,342	8,342	4,172	-	-	010	1300	554002	GF Cash
	2023 Total		215,751	-	-	52,356	36,310	36,310	36,310	36,310	18,155	-	-				
		911 Computer Replacement (all 911 funds)	10,000	-	-	-	10,000	-	-	-	-	-	-	010	1300	554001	GF Cash
		Computer Replacements	50,000	-	-	-	25,000	25,000	-	-	-	-	-	010	1300	554001	GF Cash
		Laptop Replacements	88,000	-	-	-	22,000	22,000	-	-	-	22,000	22,000	010	1300	554001	GF Cash
		Vehicle Replacement 1468 Marked	58,323	-	-	-	14,967	9,635	9,635	9,635	9,634	4,817	-	010	1300	554002	GF Cash
		Vehicle Replacement 1469 Marked	58,323	-	-	-	14,967	9,635	9,635	9,635	9,634	4,817	-	010	1300	554002	GF Cash
		Vehicle Replacement 1470 Marked	58,323	-	-	-	14,967	9,635	9,635	9,635	9,634	4,817	-	010	1300	554002	GF Cash
		Vehicle Replacement 1471 Marked	58,323	-	-	-	14,967	9,635	9,635	9,635	9,634	4,817	-	010	1300	554002	GF Cash
		Vehicle Replacement 1485 Marked	58,323	-	-	-	14,967	9,635	9,635	9,635	9,634	4,817	-	010	1300	554002	GF Cash
		Vehicle Replacement 1523 K9	60,447	-	-	-	17,090	9,635	9,635	9,635	9,635	4,817	-	010	1300	554002	GF Cash
		Vehicle Replacement 1524 Unmarked	42,546	-	-	-	4,255	8,509	8,509	8,509	8,509	4,255	-	010	1300	554002	GF Cash
		Vehicle Replacement 1525 Unmarked	42,546	-	-	-	4,255	8,509	8,509	8,509	8,509	4,255	-	010	1300	554002	GF Cash
	2024 Total		585,154	-	-	-	157,435	121,828	74,828	74,828	74,823	59,412	22,000				
		911 Voice Logger (all 911 funds)	30,000	-	-	-	-	30,000	-	-	-	-	-	010	1300	554001	GF Cash
		Vehicle Replacement 14106 Marked	43,396	-	-	-	-	4,340	8,679	8,679	8,679	8,679	4,340	010	1300	554002	GF Cash
		Vehicle Replacement 14107 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
		Vehicle Replacement 14108 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
		Vehicle Replacement 14109 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
		Vehicle Replacement 14110 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
		Vehicle Replacement 14111 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
		Vehicle Replacement 14112 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
		Vehicle Replacement 14113 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
		Vehicle Replacement 14114 Marked	59,491	-	-	-	-	15,266	9,828	9,828	9,828	9,828	4,913	010	1300	554002	GF Cash
	2025 Total		549,324	-	-	-	-	156,468	87,303	87,303	87,303	87,303	43,644				
		Future Replacement Vehicles	233,065	-	-	-	-	-	46,633	46,608	46,608	46,608	46,608	010	1300	554002	GF Cash
	2026 Total		233,065	-	-	-	-	-	46,633	46,608	46,608	46,608	46,608				
		Future Replacement Vehicles	286,593	-	-	-	-	-	-	79,803	68,930	68,930	68,930	010	1300	554002	GF Cash
	2027 Total		286,593	-	-	-	-	-	-	79,803	68,930	68,930	68,930				
		Future Replacement Vehicles	138,021	-	-	-	-	-	-	-	57,847	40,087	40,087	010	1300	554002	GF Cash
	2028 Total		138,021	-	-	-	-	-	-	-	57,847	40,087	40,087				
		Future Replacement Vehicles	220,669	-	-	-	-	-	-	-	-	127,415	93,254	010	1300	554002	GF Cash
	2029 Total		220,669	-	-	-	-	-	-	-	-	127,415	93,254				
		Future Replacement Vehicles	166,071	-	-	-	-	-	-	-	-	-	166,071	010	1300	554002	GF Cash
		Netmotion Server Replacement	10,000	-	-	-	-	-	-	-	-	-	10,000	010	1300	554001	GF Cash
	2029+ Total		176,071	-	-	-	-	-	-	-	-	-	176,071				
Police Total			14,955,196	11,647,100	211,954	244,037	385,426	506,287	330,195	356,182	353,666	429,755	490,594				

Capital Improvement Plan

Budget FY20-21

DEPARTMENT	FISCAL YEAR	TITLE	TOTAL COST	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30+	Fund	Dept	Acct	Funding Type
Public Works		7th Avenue Streetscape, Phase I #16030	1,400,000	1,400,000	-	-	-	-	-	-	-	-	-	410	1014	550103	Loan
		Air Compressor Replacement	18,000	18,000	-	-	-	-	-	-	-	-	-	010	1555	554001	GF Cash
		Cardscan and Camera System	6,000	6,000	-	-	-	-	-	-	-	-	-	010	1521	554001	GF Cash
		City Hall Roof/Steps	130,000	130,000	-	-	-	-	-	-	-	-	-	010	1523	552001	GF Cash
		Fleet Maintenance Roof Evaluation	12,000	12,000	-	-	-	-	-	-	-	-	-	010	1521	519200	GF Cash
		Forklift Replacement	11,000	11,000	-	-	-	-	-	-	-	-	-	010 / 060	1521	554001	GF/WS Cash
		FY20-21 Mower Lease (5 units + UTV and Spreader/Sprayer)	75,570	15,114	15,114	15,114	15,114	15,114	-	-	-	-	-	010	1525	554001	GF Cash
		Gate Open/closer at Sugarloaf for security - split w/ W&S	10,000	10,000	-	-	-	-	-	-	-	-	-	010 / 060	1560	554001	GF/WS Cash
		Greenways Trail Annual Tree Maintenance	70,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	010	1525	519200	GF Cash
		Painting Contract for City Buildings	180,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-	010 / 060	1523	519200	GF/WS Cash
		Patton Park Electric Panel	10,000	10,000	-	-	-	-	-	-	-	-	-	010	1523	554001	GF Cash
		Powell Bill Improvements	6,650,000	600,000	600,000	600,000	650,000	650,000	650,000	650,000	750,000	750,000	750,000	010	1556	524060	GF Cash
		Purchase Mechanics Tool Box and Tools	60,000	12,000	12,000	12,000	12,000	12,000	12,000	-	-	-	-	010	1521	534000	GF Cash
		Replace 3 A/C Units at City Operations	35,000	35,000	-	-	-	-	-	-	-	-	-	010	1523	552001	GF Cash
		Replace Equip # 18-01 (2000 F450 Dump Truck)	45,000	45,000	-	-	-	-	-	-	-	-	-	010	1525	554001	GF Cash
		Replace Equip # 18-05 (1994 Ford F700 Dump Truck)	90,000	90,000	-	-	-	-	-	-	-	-	-	010	1555	554001	GF Cash
		Replace Equip #20-01 (2002 Chevy C6500 dump truck)	100,000	100,000	-	-	-	-	-	-	-	-	-	010	1525	554001	GF Cash
		Replace Mini-Excavator	55,000	55,000	-	-	-	-	-	-	-	-	-	010	1555	554001	GF Cash
		Replace Radar Signs	22,000	22,000	-	-	-	-	-	-	-	-	-	010	1560	554001	GF Cash
		Re-Roof Whitmire Building	30,000	30,000	-	-	-	-	-	-	-	-	-	010	1523	552001	GF Cash
		Stainless Steel Salt Spreader Stands	30,000	7,500	7,500	7,500	7,500	-	-	-	-	-	-	010	1555	554001	GF Cash
	2021 Total		9,039,570	2,635,614	661,614	661,614	711,614	704,114	677,000	677,000	777,000	777,000	757,000				
		Bucket Truck Replacement (# 17-14)	167,736	-	167,736	-	-	-	-	-	-	-	-	010	1560	554002	GF Cash
		Christmas Decorations for Downtown	5,000	-	5,000	-	-	-	-	-	-	-	-	20	2102	554001	GF Cash
		Columbarium at Oakdale Cemetery	7,000	-	7,000	-	-	-	-	-	-	-	-	010	1525	553000	GF Cash
		Conflict Monitor Tester	15,000	-	15,000	-	-	-	-	-	-	-	-	010	1560	554001	GF Cash
		Expand Greenway Parking	25,000	-	25,000	-	-	-	-	-	-	-	-	010	1555	553000	GF Cash
		Main Street Electrical Panel Upgrade	28,000	-	7,000	7,000	7,000	7,000	-	-	-	-	-	20	2102	554001	GF Cash
		Motor Vehicle Replacement	495,000	-	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	010	1502	554002	GF Cash
		New F250 Truck for Third Traffic Technician. Replace 16-04.	36,000	-	36,000	-	-	-	-	-	-	-	-	010	1560	554002	GF Cash
		New Lockers, Desks, and Flooring	10,000	-	10,000	-	-	-	-	-	-	-	-	010	1560	534000	GF Cash
		New Vehicle A/C (Freon) Service Machine	8,000	-	8,000	-	-	-	-	-	-	-	-	010	1521	554001	GF Cash
		Patton Park Pedestrian Bridge and Vehicular Bridge Replacement	70,000	-	70,000	-	-	-	-	-	-	-	-	010	1525	551000	GF Cash
		Patton Park Tennis Lights	36,000	-	36,000	-	-	-	-	-	-	-	-	010	1523	552001	GF Cash
		Racquetball Court Demolition	25,000	-	25,000	-	-	-	-	-	-	-	-	010	1523	553000	GF Cash
		Remanute Pool	150,000	-	150,000	-	-	-	-	-	-	-	-	010	1535	519200	GF Cash
		Replace 16-16 (2012 F250 Service Truck)	34,335	-	6,867	6,867	6,867	6,867	6,867	6,867	-	-	-	010	1560	554002	GF Cash
		Replace Equip # 17-11 (1995 Ford F350 Flat Bed)	45,000	-	45,000	-	-	-	-	-	-	-	-	010	1555	554001	GF Cash
		Replace Equip # 17-16 (2006 F350 Service Body Truck)	60,000	-	60,000	-	-	-	-	-	-	-	-	010	1555	554001	GF Cash
		Replace Equip # 22-05 (2007 Pothole Patcher)	200,000	-	200,000	-	-	-	-	-	-	-	-	010	1555	554001	GF Cash
		Replace Equip # 44-02 (1997 New Holland Backhoe)	80,000	-	80,000	-	-	-	-	-	-	-	-	010	1555	554001	GF Cash
		Replace the Sheds at Sugarloaf	30,000	-	30,000	-	-	-	-	-	-	-	-	010	1523	553000	GF Cash
		Replace Two EV Charging Stations	8,000	-	8,000	-	-	-	-	-	-	-	-	010	1560	554001	GF Cash
		Replacement Water Barriers	25,000	-	5,000	-	5,000	-	5,000	-	5,000	-	5,000	20	2102	554001	GF Cash
		Resurface City Ops parking lot	40,000	-	40,000	-	-	-	-	-	-	-	-	010	1555	553000	GF Cash
		Resurface Whitmire Parking Lot and Install New Parking at Tom's Park	120,000	-	120,000	-	-	-	-	-	-	-	-	010	1555	553000	GF Cash
		Traffic Signal Cabinet Replacements	136,000	-	17,000	17,000	-	17,000	17,000	-	17,000	17,000	34,000	010	1560	554001	GF Cash
		Wayfinding/Gateway Signage	75,000	-	25,000	25,000	25,000	-	-	-	-	-	-	010	1560	553000	GF Cash
	2022 Total		1,931,071	-	1,253,603	110,867	98,867	85,867	83,867	55,000	77,000	72,000	94,000				
		Redesign and Re-roof City Garage	100,000	-	-	100,000	-	-	-	-	-	-	-	010	1523	534000	GF Cash
		Replace 16-16 F250 Service Truck	40,000	-	-	40,000	-	-	-	-	-	-	-	010	1560	554001	GF Cash
		Rotary Park Playground Equipment	15,000	-	-	15,000	-	-	-	-	-	-	-	010	1525	554001	GF Cash
		West Lake Avenue Widening ROW	400,000	-	-	400,000	-	-	-	-	-	-	-	CPO	1555	555001	Loan
	2023 Total		555,000	-	-	555,000	-	-	-	-	-	-	-				
		Berkeley Park Improvements	700,000	-	-	-	150,000	200,000	200,000	150,000	-	-	-	010	1523	553000	GF Cash
		Lazer Level Baseball Field	14,000	-	-	-	7,000	-	-	-	7,000	-	-	010	1525	553000	GF Cash
		Street and Sidewalk Assessment for Resurfacing Project	60,000	-	-	-	30,000	-	-	-	-	-	30,000	010	1555	555001	GF Cash
	2024 Total		774,000	-	-	-	187,000	200,000	200,000	150,000	7,000	-	30,000				
Public Works Total			12,299,641	2,635,614	1,915,217	1,327,481	997,481	989,981	960,867	882,000	861,000	849,000	881,000				

Capital Improvement Plan

Budget FY20-21

DEPARTMENT	FISCAL YEAR	TITLE	TOTAL COST	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30+	Fund	Dept	Acct	Funding Type	
Stormwater	2021	FY20-21 Vehicle Equipment (one-time costs)	2,000	2,000	-	-	-	-	-	-	-	-	-	067	7555	554002	SW Cash	
		FY20-21 Vehicle Lease (2 units)	53,600	5,600	9,600	9,600	9,600	9,600	9,600	9,600	-	-	-	-	067	7555	554002	SW Cash
		Stormwater Easement Acquisition	10,000	10,000	-	-	-	-	-	-	-	-	-	-	067	7555	551000	SW Cash
		Stormwater Infrastructure Improvements	1,449,725	249,725	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	-	067	7555	556001	SW Cash
		Stormwater Master Planning	100,000	100,000	-	-	-	-	-	-	-	-	-	-	067	7555	556001	SW Cash
2021 Total			1,615,325	367,325	159,600	159,600	159,600	159,600	159,600	150,000	150,000	150,000	-					
	2022	Feasibility Study (Match)	20,000	-	20,000	-	-	-	-	-	-	-	-	-	067	7555	519200	SW Cash
		Green Infrastructure in City ROW	1,350,000	-	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	067	7555	553000	SW Cash
		Invasive Species Control/Removal	135,000	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	067	7555	556001	SW Cash
		Powell Bill Improvements	900,000	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	067	7555	553000	SW Cash
		Replace Brush Truck	130,000	-	130,000	-	-	-	-	-	-	-	-	-	067	7555	554001	SW Cash
		Stormwater Pipe CCTV Survey	150,000	-	75,000	75,000	-	-	-	-	-	-	-	-	067	7555	519200	SW Cash
		Stormwater Vehicle Replacement	60,000	-	30,000	-	-	-	-	-	-	-	-	30,000	067	7555	554002	SW Cash
		Stream Bank Stabilization/Riparian Buffer Enhancement	180,000	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	067	7555	551000	SW Cash
		USACE Study (Match)	50,000	-	50,000	-	-	-	-	-	-	-	-	-	067	7555	519200	SW Cash
		2022 Total			2,975,000	-	590,000	360,000	285,000	285,000	285,000	285,000	285,000	315,000	285,000			
Stormwater Total			4,590,325	367,325	749,600	519,600	444,600	444,600	444,600	435,000	435,000	465,000	285,000					
Water and Sewer		4th Ave and Ashe St Neighborhood Replacement #18017	2,631,000	2,631,000	-	-	-	-	-	-	-	-	-	460	1014	550103	Loan	
		Basin Six Inflow and Infiltration #20009	150,000	150,000	-	-	-	-	-	-	-	-	-	-	460	1014	550102	Reserve
		Church and King Improvements #19014	3,100,000	3,100,000	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Reserve
		Clear Creek Sewer Interceptor #18033	2,121,000	2,121,000	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Loan
		Dump Truck Replacement Single-Axle (22-12)	170,000	85,000	-	-	-	-	-	85,000	-	-	-	-	060	7055	554001	WS Cash
		Ewart Reservoir Improvements #19025	500,000	500,000	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Reserve
		French Broad Raw Water Intake #16007	9,000,000	9,000,000	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Loan
		Garden Lane Pump Station Improvements	30,000	30,000	-	-	-	-	-	-	-	-	-	-	060	7032	553000	WS Cash
		Generator Technician Vehicle	70,000	70,000	-	-	-	-	-	-	-	-	-	-	060	7032	554002	WS Cash
		Generators and ATS	162,000	162,000	-	-	-	-	-	-	-	-	-	-	060	7032	554001	WS Cash
		Hebron Zone Water Improvements #19037	450,000	450,000	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Reserve
		Kanuga Park Interconnect #17004	106,500	106,500	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Reserve
		Motor Vehicle Replacement	1,915,000	70,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	205,000	060	7002	554002	WS Cash
		NCDOT Shepherd/Erkwood #17119	150,000	150,000	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Reserve
		North Fork Dredging #19010	800,000	85,000	715,000	-	-	-	-	-	-	-	-	-	460	1014	550103	Loan
		Risk and Resiliency Plan - AWIA	200,000	80,000	120,000	-	-	-	-	-	-	-	-	-	060	7002	519200	WS Cash
		Rutledge Road Water Improvements #17002	250,000	250,000	-	-	-	-	-	-	-	-	-	-	460	1014	550103	Reserve
		SCADA Upgrade for Water and Sewer Pumping Stations	308,000	308,000	-	-	-	-	-	-	-	-	-	-	060	7032	554001	WS Cash
		Sewer Pump Station Metering and Rain Gauges	225,000	25,000	50,000	50,000	50,000	50,000	50,000	50,000	-	-	-	-	060	7132	554001	WS Cash
		Slope Mower	47,500	47,500	-	-	-	-	-	-	-	-	-	-	060	7155	554001	WS Cash
		Vehicle Lease - Engineering (Split)	114,275	22,855	22,855	22,855	22,855	22,855	22,855	22,855	-	-	-	-	060	1014	554002	WS Cash
		WTP - Maintenance/storage	45,000	15,000	30,000	-	-	-	-	-	-	-	-	-	060	7035	552001	WS Cash
		WTP - Hach DR6000 Lab Equipment	10,000	10,000	-	-	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - Pave Drive at Ewart Reservoir	15,000	15,000	-	-	-	-	-	-	-	-	-	-	060	7035	551000	WS Cash
		WTP - SCADA server replacement	30,000	30,000	-	-	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - Water Sales Kiosk	12,000	12,000	-	-	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
WWTP - Septage Receptical Filter	32,000	32,000	-	-	-	-	-	-	-	-	-	-	060	7135	554001	WS Cash		
WWTP Master Plan #19007	460,000	460,000	-	-	-	-	-	-	-	-	-	-	460	1014	550102	Reserve		
2021 Total			23,104,275	20,017,855	1,142,855	277,855	277,855	277,855	290,000	205,000	205,000	205,000	205,000					

Capital Improvement Plan

Budget FY20-21

DEPARTMENT	FISCAL YEAR	TITLE	TOTAL COST	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30+	Fund	Dept	Acct	Funding Type
Water and Sewer		Air Compressor Replacements - Water	42,000	-	21,000	21,000	-	-	-	-	-	-	-	060	7055	554001	WS Cash
		CCTV Sewer Inspection Vehicle	520,000	-	260,000	-	-	-	-	-	-	-	260,000	060	7155	554001	WS Cash
		Equipment Trailer Replacements - Sewer	31,000	-	31,000	-	-	-	-	-	-	-	-	060	7155	554001	WS Cash
		Fire Flow (AFF) Improvements	2,700,000	-	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	060	7055	555002	WS Cash
		Mini-Excavator Replacement (44-06)	77,000	-	77,000	-	-	-	-	-	-	-	-	060	7055	554001	WS Cash
		Mud Creek Interceptor #18032	8,630,000	250,000	8,380,000	-	-	-	-	-	-	-	-	460	1014	550103	SRF Loan
		NCDOT Highland Lake Rd	400,000	-	400,000	-	-	-	-	-	-	-	-	060	7055	552001	WS Cash
		Old Brickyard Rd. #20010	460,000	60,000	400,000	-	-	-	-	-	-	-	-	460	1014	550103	Reserve
		Replacement of Aging and Undersized Sewer Mains	4,950,000	-	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	060	7155	553000	WS Cash
		Replacement of Aging and Undersized Water Mains	4,950,000	-	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	550,000	060	7055	553000	WS Cash
		Sewer Extensions for Petition/Assessment	4,500,000	-	100,000	200,000	300,000	400,000	500,000	600,000	700,000	800,000	900,000	060	7035	555002	WS Cash
		Shoring Box Replacement	31,000	-	31,000	-	-	-	-	-	-	-	-	060	7032	554001	WS Cash
		Skid Steer Shin Grinder	106,000	-	35,000	-	-	-	71,000	-	-	-	-	060	7055	554001	WS Cash
		Water Extensions for Petition/Assessment	3,375,000	-	75,000	150,000	225,000	300,000	375,000	450,000	525,000	600,000	675,000	060	7035	555002	WS Cash
		WTP - Electric hoist for sludge building	20,000	-	20,000	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - Centrifuge Replacement	1,200,000	-	1,200,000	-	-	-	-	-	-	-	-	CPO	7135	554001	Loan
		WTP - Clarifier Drive and Catwalk Replacement	250,000	-	250,000	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - Enclosed trailer (7' x 16')	6,000	-	6,000	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - Laser turbidity meter, bench-top (TU5200)	8,000	-	8,000	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - Laser turbidity meters, in-line (TU5300)	22,000	-	22,000	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - Replace Zeta meter	40,000	-	40,000	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
		WTP - SC200 controllers	15,000	-	15,000	-	-	-	-	-	-	-	-	060	7035	554001	WS Cash
	WWTP - Renovation Project	1,370,000	-	1,370,000	-	-	-	-	-	-	-	-	CPO	1014	550103	Loan	
	WWTP - Truck for lab personnel	26,000	-	26,000	-	-	-	-	-	-	-	-	060	7135	554002	WS Cash	
	WWTP Ultraviolet Improvement Project #16023	1,794,000	-	1,794,000	-	-	-	-	-	-	-	-	460	1014	550103	Loan	
	2022 Total	35,523,000	310,000	15,961,000	1,771,000	1,925,000	2,100,000	2,346,000	2,450,000	2,625,000	2,800,000	3,235,000					
		CCTV Generator Replacement	7,700	-	-	7,700	-	-	-	-	-	-	-	060	7155	554001	WS Cash
		Dump Truck 1-1/2 Ton Replacement (17-05)	82,000	-	-	82,000	-	-	-	-	-	-	-	060	7155	554001	WS Cash
		Long John Mountain Water Improvements #18014	8,800,000	400,000	400,000	8,000,000	-	-	-	-	-	-	-	460	7055	550103	Loan
		Parallel Water Main- Willow Rd. from Price Rd. & PRV Bypass Clampton Hill P.S.	502,000	-	-	502,000	-	-	-	-	-	-	-	060	7055	552001	WS Cash
		Sewer Vactor Truck Replacement (29-05)	832,000	-	-	416,000	-	-	-	-	-	-	416,000	CPO	7155	554001	Loan
		Water Distribution Master Plan Update	300,000	-	-	300,000	-	-	-	-	-	-	-	060	7035	519200	WS Cash
		WTP 15 MGD Expansion Project #19207	5,599,000	-	-	1,387,000	-	-	-	-	-	-	-	460	7035	550103	Loan
		WWTP - Sludge Drying System	4,109,000	-	-	4,109,000	-	-	-	-	-	-	-	CPO	7135	554001	Loan
	2023 Total	20,231,700	400,000	400,000	14,803,700	-	-	-	-	-	-	4,212,000	416,000				
		Excavator, 6500-lb. - Replacement (44-08)	164,000	-	-	-	82,000	-	-	-	-	-	-	060	7055	554001	WS Cash
		Highland Lake Rd. to Ekamnet & Demmel	1,225,000	-	-	-	1,225,000	-	-	-	-	-	-	CPO	7055	550103	Loan
		NCDOT I-26 #17141	3,409,129	-	-	-	3,409,129	-	-	-	-	-	-	460	7055	550103	Loan
		NCDOT White St/ South Main	2,000,000	-	-	-	2,000,000	-	-	-	-	-	-	CPO	7055	550103	Loan
		Equalization Basin and Inflow/Infiltration Eradication #19023	6,000,000	-	-	-	6,000,000	-	-	-	-	-	-	460	7135	550103	Loan
	2024 Total	12,798,129	-	-	-	12,716,129	-	-	-	-	-	-	82,000				
		All Terrain Vehicle	16,400	-	-	-	-	16,400	-	-	-	-	-	060	7035	554001	WS Cash
		Dump Truck Replacement (22-07)	82,000	-	-	-	-	82,000	-	-	-	-	-	060	7035	554001	WS Cash
		Dump Truck, Single-axle - Replacement (22-13)	164,000	-	-	-	-	82,000	-	-	-	-	82,000	060	7055	554001	WS Cash
		Eastside Transmission Main, Phase 2 and 3	5,100,000	-	-	-	-	5,100,000	-	-	-	-	-	CPO	7055	550103	Loan
		NCDOT Kanuga	2,700,000	-	-	-	-	2,700,000	-	-	-	-	-	CPO	7055	550103	Loan
		Old Hendersonville Rd. Parallel Water Main	502,000	-	-	-	-	502,000	-	-	-	-	-	060	7055	552001	WS Cash
		WWTP Expansion, 6.0 MGD	5,000,000	-	-	-	-	5,000,000	-	-	-	-	-	CPO	7135	550103	Loan
	2025 Total	13,564,400	-	-	-	-	13,482,400	-	-	-	-	-	82,000				
		Dump Truck 1-1/2 Ton Replacement (17-21)	139,000	-	-	-	-	-	139,000	-	-	-	-	060	7055	554001	WS Cash
		Dump Truck, Dual-axle - Replacement (22-20)	154,000	-	-	-	-	-	154,000	-	-	-	-	060	7055	554001	WS Cash
		Dump Truck, Triaxle - Replacement (22-17)	154,000	-	-	-	-	-	154,000	-	-	-	-	060	7055	554001	WS Cash
		Excavator, 12,000-lb. - Replacement (44-11)	77,000	-	-	-	-	-	77,000	-	-	-	-	060	7055	554001	WS Cash
		Excavator, 12,000-lb. - Replacement (44-17)	77,000	-	-	-	-	-	77,000	-	-	-	-	060	7055	554001	WS Cash
		Excavator, 33,000-lb. - Replacement (44-16)	140,000	-	-	-	-	-	140,000	-	-	-	-	060	7055	554001	WS Cash
		NCDOT 191	11,275,000	-	-	-	-	-	11,275,000	-	-	-	-	CPO	7055	550103	Loan
		NCDOT HWY 64	1,200,000	-	-	-	-	-	1,200,000	-	-	-	-	CPO	7055	550103	Loan
		Skid Steer ROW Clearing Equipment (50-03)	71,000	-	-	-	-	-	71,000	-	-	-	-	060	7055	554001	WS Cash
		Wash Creek Replacement Sewer G08	3,300,000	-	-	-	-	-	3,300,000	-	-	-	-	CPO	7035	555002	Loan
	2026 Total	16,587,000	-	-	-	-	-	16,587,000	-	-	-	-	-				

Capital Improvement Plan

Budget FY20-21

DEPARTMENT	FISCAL YEAR	TITLE	TOTAL COST	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30+	Fund	Dept	Acct	Funding Type
Water and Sewer		Airport Rd. - Water	578,000	-	-	-	-	-	-	578,000	-	-	-	CPO	7055	552001	Loan
		Commercial Blvd.	783,000	-	-	-	-	-	-	783,000	-	-	-	CPO	7055	552001	Loan
		Devils Fork Sewer Replacement G05	2,400,000	-	-	-	-	-	-	2,400,000	-	-	-	CPO	7155	550103	Loan
		East Campus Road	922,000	-	-	-	-	-	-	922,000	-	-	-	CPO	7055	552001	Loan
		Smokey Ridge Apts Sewer Pump Station	410,000	-	-	-	-	-	-	410,000	-	-	-	060	7032	554001	WS Cash
		Upward Road Water Main Upgrade	870,000	-	-	-	-	-	-	870,000	-	-	-	CPO	7055	552001	Loan
		WWTP Lawnmower	21,000	-	-	-	-	-	-	21,000	-	-	-	060	7135	554001	WS Cash
		2027 Total		5,984,000	-	-	-	-	-	5,984,000	-	-	-				
		AMI Metering Infrastructure Replacement	12,600,000	-	-	-	-	-	-	-	12,600,000	-	-	CPO	7002	550103	Loan
		Dana Rd. Water Main Extension	1,845,000	-	-	-	-	-	-	-	1,845,000	-	-	CPO	7055	550103	Loan
		Skid Steer, Construction Crew (50-00)	108,000	-	-	-	-	-	-	-	108,000	-	-	060	7055	554001	WS Cash
	2028 Total		14,553,000	-	-	-	-	-	-	-	14,553,000	-	-				
		Brittain Creek Sewer Replacement G-03	2,500,000	-	-	-	-	-	-	-	-	2,500,000	-	CPO	7155	550103	Loan
		Brookwood Sewer Pump Station Replacement	359,000	-	-	-	-	-	-	-	-	359,000	-	060	7032	554001	WS Cash
	2029 Total		2,859,000	-	-	-	-	-	-	-	-	2,859,000	-				
		16-inch Transmission Water Main from WTP to Ewart Hill Slip Lining	3,881,000	-	-	-	-	-	-	-	-	-	3,881,000	CPO	7055	550103	Loan
		Bradley Creek Raw Water Line Sliplining	2,962,000	-	-	-	-	-	-	-	-	-	2,962,000	CPO	7055	550103	Loan
		Front-end Loader Replacement (50-01)	108,000	-	-	-	-	-	-	-	-	-	108,000	060	7155	554001	WS Cash
		Fruitland Rd. Water Main Extension	2,029,000	-	-	-	-	-	-	-	-	-	2,029,000	CPO	7055	550103	Loan
		Howard Gap Rd. Water Extension Mid	2,009,000	-	-	-	-	-	-	-	-	-	2,009,000	CPO	7055	550103	Loan
		Howard Gap Rd. Water Extension North End	1,230,000	-	-	-	-	-	-	-	-	-	1,230,000	CPO	7055	550103	Loan
		North Fork Raw Water Line Sliplining	3,978,000	-	-	-	-	-	-	-	-	-	3,978,000	CPO	7055	550103	Loan
		Pace Rd. Water Main Extension and Interconnect	1,384,000	-	-	-	-	-	-	-	-	-	1,384,000	CPO	7055	550103	Loan
		S. Mills Gap Rd. Water Main Extension	1,421,000	-	-	-	-	-	-	-	-	-	1,421,000	CPO	7055	550103	Loan
		S. Rugby Road Water Main Interconnect	1,935,000	-	-	-	-	-	-	-	-	-	1,935,000	CPO	7055	550103	Loan
		Soil Screen, Portable	45,000	-	-	-	-	-	-	-	-	-	45,000	060	7055	554001	WS Cash
		Southside Water System Improvements	3,128,000	-	-	-	-	-	-	-	-	-	3,128,000	CPO	7055	550103	Loan
		Tapping Machine (4" to 12")	64,000	-	-	-	-	-	-	-	-	-	64,000	060	7055	554001	WS Cash
		Trailer-mounted Sewer Jetter (29-04)	56,000	-	-	-	-	-	-	-	-	-	56,000	060	7055	554001	WS Cash
		Vacuum Excavator	64,000	-	-	-	-	-	-	-	-	-	64,000	060	7055	554001	WS Cash
		WTP Lawnmower	16,400	-	-	-	-	-	-	-	-	-	16,400	060	7035	554001	WS Cash
		WTP Raw Water Intake - Mills River	1,073,330	-	-	-	-	-	-	-	-	-	1,073,330	CPO	7055	550103	Loan
	2030 Total		25,383,730	-	-	-	-	-	-	-	-	-	25,383,730				
Water & Sewer Total			170,588,234	20,727,855	17,503,855	16,852,555	14,918,984	15,860,255	19,223,000	8,639,000	17,383,000	10,076,000	29,403,730				
Grand Total			226,179,450	38,293,414	31,039,467	24,613,750	18,891,818	18,681,571	20,781,169	11,046,082	19,855,540	11,965,284	31,011,355				

City of Hendersonville
Pay and Classification Schedule

Market Increase = 1.50% July 1st, 2020 - June 30th, 2021

Grade	Job Classification Title	Minimum	Midpoint	Maximum
1	Not assigned	20,554.51	25,918.84	31,278.62
2	Not assigned	21,582.24	27,214.78	32,842.55
3	Not assigned	22,661.35	28,575.52	34,484.68
4	Not assigned	23,794.41	30,004.30	36,208.91
5	Not assigned	24,984.14	31,504.52	38,019.36
6	Environmental Services Worker I	26,233.34	33,079.74	39,920.32
6	Property Maintenance Worker I	26,233.34	33,079.74	39,920.32
6	Street Maintenance Worker I	26,233.34	33,079.74	39,920.32
7	Customer Service Collection Specialist	27,545.01	34,733.73	41,916.34
7	Facilities Maintenance Technician	27,545.01	34,733.73	41,916.34
8	Administrative Assistant I	28,922.26	36,470.41	44,012.16
8	Customer Service Representative	28,922.26	36,470.41	44,012.16
8	Environmental Services Worker II	28,922.26	36,470.41	44,012.16
8	Line Maintenance Mechanic I	28,922.26	36,470.41	44,012.16
8	Meter Services Technician	28,922.26	36,470.41	44,012.16
8	Police Support Specialist	28,922.26	36,470.41	44,012.16
8	Property Maintenance Worker II	28,922.26	36,470.41	44,012.16
8	Street Maintenance Worker II	28,922.26	36,470.41	44,012.16
8	Warehouse Specialist	28,922.26	36,470.41	44,012.16
8	WTP Operator I	28,922.26	36,470.41	44,012.16
8	WWTP Operator I	28,922.26	36,470.41	44,012.16
9	Evidence Technician/Admin Assistant	30,368.37	38,293.94	46,212.77
9	Facilities Maintenance Mechanic I	30,368.37	38,293.94	46,212.77
9	Senior Police Support Specialist	30,368.37	38,293.94	46,212.77

City of Hendersonville
Pay and Classification Schedule

Market Increase = 1.50% July 1st, 2020 - June 30th, 2021

Grade	Job Classification Title	Minimum	Midpoint	Maximum
10	Building Maintenance Technician	31,886.79	40,208.63	48,523.40
10	Environmental Services Equip Operator	31,886.79	40,208.63	48,523.40
10	Fleet Equipment Mechanic	31,886.79	40,208.63	48,523.40
10	Line Maintenance Mechanic II	31,886.79	40,208.63	48,523.40
10	Property Maintenance Equip Operator	31,886.79	40,208.63	48,523.40
10	Telecommunicator	31,886.79	40,208.63	48,523.40
10	Street Maintenance Equipment Operator	31,886.79	40,208.63	48,523.40
10	Utility Billing Specialist	31,886.79	40,208.63	48,523.40
10	Utilities Locator	31,886.79	40,208.63	48,523.40
10	WTP Operator II	31,886.79	40,208.63	48,523.40
10	WWTP Operator II	31,886.79	40,208.63	48,523.40

11	Administrative Assistant II	33,481.13	42,219.06	50,949.57
11	Downtown Promotions Coordinator	33,481.13	42,219.06	50,949.57
11	Environmental Services Crew Leader	33,481.13	42,219.06	50,949.57
11	Facilities Maintenance Mechanic II	33,481.13	42,219.06	50,949.57
11	Firefighter/EMT	33,481.13	42,219.06	50,949.57
11	Fleet Equipment Services Specialist	33,481.13	42,219.06	50,949.57
11	Generator Maintenance Technician	33,481.13	42,219.06	50,949.57
11	Lead Telecommunicator	33,481.13	42,219.06	50,949.57
11	Property Maintenance Crew Leader	33,481.13	42,219.06	50,949.57
11	Street Maintenance Crew Leader	33,481.13	42,219.06	50,949.57
11	Traffic Control Technician	33,481.13	42,219.06	50,949.57
11	Utility Operations Support Specialist	33,481.13	42,219.06	50,949.57

12	CCTV Crew Leader	35,155.19	44,330.02	53,497.05
12	Fire Inspector I	35,155.19	44,330.02	53,497.05
12	Inflow Infiltration Technician	35,155.19	44,330.02	53,497.05
12	Leak Detection Technician	35,155.19	44,330.02	53,497.05
12	Line Maintenance Crew Leader	35,155.19	44,330.02	53,497.05
12	Police Officer	35,155.19	44,330.02	53,497.05
12	Senior Firefighter/EMT	35,155.19	44,330.02	53,497.05
12	WTP Operator III	35,155.19	44,330.02	53,497.05
12	WWTP Operator III	35,155.19	44,330.02	53,497.05
12	Zoning Enforcement Officer	35,155.19	44,330.02	53,497.05

City of Hendersonville
Pay and Classification Schedule

Market Increase = 1.50% July 1st, 2020 - June 30th, 2021

Grade	Job Classification Title	Minimum	Midpoint	Maximum
13	Administrative Assistant III	36,912.95	46,546.52	56,171.91
13	Fire Engineer	36,912.95	46,546.52	56,171.91
13	Fire Inspector II	36,912.95	46,546.52	56,171.91
13	GIS Technician I	36,912.95	46,546.52	56,171.91
13	Human Resources Analyst	36,912.95	46,546.52	56,171.91
13	Parking Services Supervisor	36,912.95	46,546.52	56,171.91
13	Police Communications Supervisor	36,912.95	46,546.52	56,171.91
13	Revenue Clerk	36,912.95	46,546.52	56,171.91
13	Utilities Operations Support Supervisor	36,912.95	46,546.52	56,171.91
13	WTP Laboratory Technician	36,912.95	46,546.52	56,171.91
13	WWTP Laboratory Technician	36,912.95	46,546.52	56,171.91

14	Accounting Coordinator	38,758.59	48,873.84	58,980.50
14	Customer Service Supervisor	38,758.59	48,873.84	58,980.50
14	Engineering Technician I	38,758.59	48,873.84	58,980.50
14	Environmental Services Coordinator	38,758.59	48,873.84	58,980.50
14	Fire and Life Safety Educator	38,758.59	48,873.84	58,980.50
14	Fire and Logistics Coordinator	38,758.59	48,873.84	58,980.50
14	Instrumentation & Electrical Technician	38,758.59	48,873.84	58,980.50
14	Meter Services Supervisor	38,758.59	48,873.84	58,980.50
14	Paralegal & Grants Coordinator	38,758.59	48,873.84	58,980.50
14	Police Detective	38,758.59	48,873.84	58,980.50

15	AMI Data Analyst	40,696.52	51,317.54	61,929.53
15	Assistant Fire Marshal	40,696.52	51,317.54	61,929.53
15	Budget & Management Analyst I	40,696.52	51,317.54	61,929.53
15	Building Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Chief WTP Operator	40,696.52	51,317.54	61,929.53
15	Chief WWTP Operator	40,696.52	51,317.54	61,929.53
15	Construction Inspector I	40,696.52	51,317.54	61,929.53
15	Downtown Economic Development Coordinator	40,696.52	51,317.54	61,929.53
15	Engineering Technician II	40,696.52	51,317.54	61,929.53
15	Environmental Services Supervisor	40,696.52	51,317.54	61,929.53
15	Facilities Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Fire Lieutenant	40,696.52	51,317.54	61,929.53
15	Fleet Maintenance Supervisor	40,696.52	51,317.54	61,929.53

City of Hendersonville
Pay and Classification Schedule

Market Increase = 1.50% July 1st, 2020 - June 30th, 2021

Grade	Job Classification Title	Minimum	Midpoint	Maximum
15	GIS/IT Analyst	40,696.52	51,317.54	61,929.53
15	GIS Technician II	40,696.52	51,317.54	61,929.53
15	Human Resources Coordinator	40,696.52	51,317.54	61,929.53
15	Planner I	40,696.52	51,317.54	61,929.53
15	Police Sergeant	40,696.52	51,317.54	61,929.53
15	Property Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Sewer Collection Systems Supervisor	40,696.52	51,317.54	61,929.53
15	Street Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Traffic Control Supervisor	40,696.52	51,317.54	61,929.53
15	Water Distribution Systems Supervisor	40,696.52	51,317.54	61,929.53
15	WTP Laboratory Supervisor	40,696.52	51,317.54	61,929.53
15	WWTP Laboratory Supervisor	40,696.52	51,317.54	61,929.53

16	Accountant I	42,731.35	53,883.41	65,026.00
16	Construction Inspector II	42,731.35	53,883.41	65,026.00
16	Engineering Technician III	42,731.35	53,883.41	65,026.00
16	Stormwater Quality Specialist	42,731.35	53,883.41	65,026.00

17	Accountant II	44,867.92	56,577.58	68,277.30
17	Budget & Management Analyst II	44,867.92	56,577.58	68,277.30
17	Construction Inspector III	44,867.92	56,577.58	68,277.30
17	GIS Technician III	44,867.92	56,577.58	68,277.30
17	Planner II	44,867.92	56,577.58	68,277.30

18	Accounting Supervisor	47,111.31	59,406.46	71,691.17
18	Civil Engineer I	47,111.31	59,406.46	71,691.17
18	Construction Manager	47,111.31	59,406.46	71,691.17
18	Deputy Fire Marshal	47,111.31	59,406.46	71,691.17
18	Fire Captain	47,111.31	59,406.46	71,691.17
18	Fire Training Officer	47,111.31	59,406.46	71,691.17
18	Revenue Supervisor	47,111.31	59,406.46	71,691.17
18	Wastewater Treatment Facilities Manager	47,111.31	59,406.46	71,691.17
18	Water Treatment Facilities Manager	47,111.31	59,406.46	71,691.17

19	Communications Manager	49,466.88	62,376.79	75,275.73
19	Police Lieutenant	49,466.88	62,376.79	75,275.73

City of Hendersonville
Pay and Classification Schedule

Market Increase = 1.50% July 1st, 2020 - June 30th, 2021

Grade	Job Classification Title	Minimum	Midpoint	Maximum
20	Civil Engineer II	51,940.22	65,495.62	79,039.51
20	Fire Battalion Chief	51,940.22	65,495.62	79,039.51
20	Stormwater Administrator	51,940.22	65,495.62	79,039.51
20	Utilities Technology Manager	51,940.22	65,495.62	79,039.51
21	Fire Marshal	54,537.23	68,770.41	82,991.49
22	Assistant Finance Director	57,264.10	72,208.93	87,141.06
22	Assistant Public Works Director	57,264.10	72,208.93	87,141.06
22	Civil Engineer III	57,264.10	72,208.93	87,141.06
22	GIS Administrator	57,264.10	72,208.93	87,141.06
22	Operations Manager	57,264.10	72,208.93	87,141.06
22	Police Captain	57,264.10	72,208.93	87,141.06
23	Assistant Police Chief	60,127.30	75,819.37	91,498.12
23	Deputy Fire Chief	60,127.30	75,819.37	91,498.12
24	Civil Engineer IV	63,133.67	79,610.34	96,073.02
25	City Clerk	66,290.35	83,590.86	100,876.67
25	Downtown Economic Development Dir	66,290.35	83,590.86	100,876.67
25	Human Resources Director	66,290.35	83,590.86	100,876.67
26	Not assigned	69,604.87	87,770.41	105,920.51
27	Not assigned	73,085.11	92,158.92	111,216.53
28	City Engineer	76,739.37	96,766.87	116,777.36
28	Development Assistance Director	76,739.37	96,766.87	116,777.36
28	Finance Director	76,739.37	96,766.87	116,777.36
28	Fire Chief	76,739.37	96,766.87	116,777.36
28	Police Chief	76,739.37	96,766.87	116,777.36
28	Public Works Director	76,739.37	96,766.87	116,777.36
28	Utilities Director	76,739.37	96,766.87	116,777.36

City of Hendersonville
Pay and Classification Schedule

Market Increase = 1.50% July 1st, 2020 - June 30th, 2021

Grade	Job Classification Title	Minimum	Midpoint	Maximum
29	Not assigned	80,576.33	101,605.21	122,616.23
30	Not assigned	84,605.15	106,685.47	128,747.04
31	Assistant City Manager	88,835.41	112,019.74	135,184.39
32	Not assigned	93,277.18	117,620.73	141,943.61
33	Not assigned	97,941.04	123,501.77	149,040.79
34	Not assigned	102,838.09	129,676.86	156,492.83
35	Not assigned	107,979.99	136,160.70	164,317.47
36	Not assigned	113,378.99	142,968.74	172,533.34

Pay Scale – Summary

GRADE	MIN	MID	MAX
1	20,554.51	25,918.84	31,278.62
2	21,582.24	27,214.78	32,842.55
3	22,661.35	28,575.52	34,484.68
4	23,794.41	30,004.30	36,208.91
5	24,984.14	31,504.52	38,019.36
6	26,233.34	33,079.74	39,920.32
7	27,545.01	34,733.73	41,916.34
8	28,922.26	36,470.41	44,012.16
9	30,368.37	38,293.94	46,212.77
10	31,886.79	40,208.63	48,523.40
11	33,481.13	42,219.06	50,949.57
12	35,155.19	44,330.02	53,497.05
13	36,912.95	46,546.52	56,171.91
14	38,758.59	48,873.84	58,980.50
15	40,696.52	51,317.54	61,929.53
16	42,731.35	53,883.41	65,026.00
17	44,867.92	56,577.58	68,277.30
18	47,111.31	59,406.46	71,691.17
19	49,466.88	62,376.79	75,275.73
20	51,940.22	65,495.62	79,039.51
21	54,537.23	68,770.41	82,991.49
22	57,264.10	72,208.93	87,141.06
23	60,127.30	75,819.37	91,498.12
24	63,133.67	79,610.34	96,073.02
25	66,290.35	83,590.86	100,876.67
26	69,604.87	87,770.41	105,920.51
27	73,085.11	92,158.92	111,216.53
28	76,739.37	96,766.87	116,777.36
29	80,576.33	101,605.21	122,616.23
30	84,605.15	106,685.47	128,747.04
31	88,835.41	112,019.74	135,184.39
32	93,277.18	117,620.73	141,943.61
33	97,941.04	123,501.77	149,040.79
34	102,838.09	129,676.86	156,492.83
35	107,979.99	136,160.70	164,317.47
36	113,378.99	142,968.74	172,533.34



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5-19-2020

Presenter: Susan G. Frady, Development Asst. Dept

Date of Council Meeting to consider this item: 6-4-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 08

File # P-20-17 SC

The City has received an application from the Hendersonville Housing Authority to close a portion of an unopened and unimproved alley between Williams Street and Harris Street located on PIN 9568-99-9384. A survey and boundary description are attached.

City Council at its regular meeting of April 2, 2020, adopted a Resolution of Intent to close this alley. A copy of the Resolution of Intent was mailed to the adjacent property owners, notification of the proposed closing was posted on the property, and the Resolution of Intent and notice of public hearing was advertised four times in the legal notice section of a local newspaper. General Statute 160A-299 has procedures for permanently closing streets and alleys. Any person may be heard on the question of whether or not the closing would be detrimental to the public interest or property rights of any individual. If it appears to the satisfaction of the City Council after the hearing that closing the street is not contrary to the public interest, and that no individual owning property in the vicinity of the street would thereby be deprived of reasonable means of ingress or egress to their property, the City Council may adopt an order closing the street.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council to adopt the Order to Permanently Close a portion of an unopened and unimproved alley between Williams Street and Harris Street as petitioned by the Hendersonville Housing Authority.

Attachments:

Resolution of Intent
Order to Permanently Close
Survey
Legal Description

RESOLUTION OF INTENT

A resolution declaring the intention of the City of Hendersonville City Council to consider closing a portion of an unopened and unimproved Right-of-way for Roberson Avenue located on PIN 9568-49-2048.

WHEREAS, NC General Statute (G.S.) 160A-299 authorizes the City Council to close public streets and alleys, and

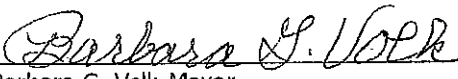
WHEREAS, Hendersonville Housing Authority, has petitioned the Council of the City of Hendersonville to close an unopened and unimproved ROW for Roberson Avenue located on PIN 9568-49-2048.

WHEREAS, the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of an unopened and unimproved ROW for Roberson Avenue located on PIN 9568-49-2048.


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

1. A meeting will be held at 5:45 p.m. on the fourth day of June 2020, in the Assembly Room of the Operations Center to consider closing an unopened and unimproved Roberson Avenue.
2. The City Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks.
3. The City Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of the Resolution of Intent.
4. The City Clerk is further directed to cause adequate notices of the Resolution of Intent and the scheduled public hearing to be posted as required by G.S. 160A-299.

Adopted by the City Council at a meeting held on the second day of April 2020.


Barbara G. Volk, Mayor

ATTEST:



Tammie K. Drake, City Clerk

(Seal)

**ORDER TO PERMANENTLY CLOSE AN UNOPENED AND UNIMPROVED
ROW FOR ROBERSON AVENUE
(Petition by Hendersonville Housing Authority)**

NORTH CAROLINA
HENDERSON COUNTY

TO WHOM IT MAY CONCERN:

WHEREAS, North Carolina General Statute 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 of such streets or alleyways; and

WHEREAS, Hendersonville Housing Authority has petitioned the City of Hendersonville to close an unopened and unimproved ROW for Roberson Avenue; and

WHEREAS, on the second day of April 2020, the Hendersonville City Council adopted a resolution expressing the intention of the municipality to close this Right-of-Way and setting the fourth day of June 2020, 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 fourth day of June 2020.

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

1. The closing of the right-of-way hereafter described are not contrary to the public interest.
2. No individual owning property in the vicinity of the alley or in the subdivision in which it is located would be deprived by the closing of such right-of-way 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:

ROBERSON AVENUE CLOSURE

BEGINNING AT A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN OF VALLEY STREET AND THE NORTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE NORTH MARGIN OF ROBERSON AVENUE S 82°14'12" E A DISTANCE OF 363.79' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN OF ROBERSON AVENUE AND THE WESTERN MARGIN OF THE NCDOT RIGHT OF WAY SHOWN IN PROJECT 35025.3.1; THENCE WITH THE WESTERN MARGIN OF SAID NCDOT RIGHT OF WAY THE FOLLOWING TWO CALLS; S 18°09'17" E A DISTANCE OF 8.31' TO A CALCULATED POINT; THENCE S 18°09'17" E A DISTANCE OF 22.38' TO A CALCULATED POINT AT THE INTERSECTION OF THE WEST MARGIN OF SAID NCDOT RIGHT OF WAY AND THE SOUTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE SOUTH MARGIN OF ROBERSON AVENUE N 82°51'29" W A DISTANCE OF 376.71' TO A CALCULATED POINT AT THE INTERSECTION OF THE SOUTH MARGIN OF ROBERSON AVENUE AND THE EAST MARGIN OF VALLEY STREET; THENCE WITH THE EAST MARGIN OF VALLEY STREET N 06°49'21" E A DISTANCE OF 31.70' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.252 ACRES, 10,992 SQ.FT. AND BEING THE HISTPRIC LOCATION OF ROBERSON AVENUE.

2. 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 fourth day of June, 2020.

Barbara G. Volk, Mayor, City of Hendersonville

ATTEST:

Angela L. Reese, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

STATE OF NORTH CAROLINA, COUNTY OF HENDERSON

I, _____, a notary public in Henderson County, State of North Carolina, do hereby certify that Barbara G. Volk, in her capacity as Mayor of the City of Hendersonville, Angela L. Reese, in her capacity as City Clerk, and Samuel H. Fritschner, in his capacity as City Attorney, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this _____.

My commission expires _____

ROBERSON AVENUE CLOSURE

BEGINNING AT A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN OF VALLEY STREET AND THE NORTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE NORTH MARGIN OF ROBERSON AVENUE S 82°14'12" E A DISTANCE OF 363.79' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN OF ROBERSON AVENUE AND THE WESTERN MARGIN OF THE NCDOT RIGH OF WAY SHOWN IN PROJECT 35025.3.1; THENCE WITH THE WESTERN MARGIN OF SAID NCDOT RIGHT OF WAY THE FOLLOWING TWO CALLS; S 18°09'17" E A DISTANCE OF 8.31' TO A CALCULATED POINT; THENCE S 18°09'17" E A DISTANCE OF 22.38' TO A CALCULATED POINT AT THE INTERSECTION OF THE WEST MARGIN OF SAID NCDOT RIGHT OF WAY AND THE SOUTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE SOUTH MARGIN OF ROBERSON AVENUE N 82°51'29" W A DISTANCE OF 376.71' TO A CALCULATED POINT AT THE INTERSECTION OF THE SOUTH MARGIN OF ROBERSON AVENUE AND THE EAST MARGIN OF VALLEY STREET; THENCE WITH THE EAST MARGIN OF VALLEY STREET N 06°49'21" E A DISTANCE OF 31.70' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.252 ACRES, 10,992 SQ.FT. AND BEING THE HISTPRIC LOCATION OF ROBERSON AVENUE.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5-20-2020

Presenter: Susan G. Frady, Development Asst. Dept

Date of Council Meeting to consider this item: 6-4-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 09

File # P-20-16 SC

The City has received an application from the Hendersonville Housing Authority to close a portion of an unopened and unimproved right-of-way for Roberson Avenue located on PIN 9568-49-2048. A survey and boundary description are attached.

City Council at its regular meeting of April 2, 2020, adopted a Resolution of Intent to close this right-of-way. A copy of the Resolution of Intent was mailed to the adjacent property owners, notification of the proposed closing was posted on the property, and the Resolution of Intent and notice of public hearing was advertised four times in the legal notice section of a local newspaper. General Statute 160A-299 has procedures for permanently closing streets and alleys. Any person may be heard on the question of whether or not the closing would be detrimental to the public interest or property rights of any individual. If it appears to the satisfaction of the City Council after the hearing that closing the street is not contrary to the public interest, and that no individual owning property in the vicinity of the street would thereby be deprived of reasonable means of ingress or egress to their property, the City Council may adopt an order closing the street.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council to adopt the Order to Permanently Close a portion of an unopened and unimproved right-of-way for Roberson Avenue petitioned by the Hendersonville Housing Authority.

Attachments:

Resolution of Intent
Order to Permanently Close
Survey
Legal Description

RESOLUTION OF INTENT

A resolution declaring the intention of the City of Hendersonville City Council to consider closing a portion of an unopened and unimproved Right-of-way for Roberson Avenue located on PIN 9568-49-2048.

WHEREAS, NC General Statute (G.S.) 160A-299 authorizes the City Council to close public streets and alleys, and

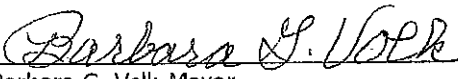
WHEREAS, Hendersonville Housing Authority, has petitioned the Council of the City of Hendersonville to close an unopened and unimproved ROW for Roberson Avenue located on PIN 9568-49-2048.

WHEREAS, the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of an unopened and unimproved ROW for Roberson Avenue located on PIN 9568-49-2048.


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

1. A meeting will be held at 5:45 p.m. on the fourth day of June 2020, in the Assembly Room of the Operations Center to consider closing an unopened and unimproved Roberson Avenue.
2. The City Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks.
3. The City Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of the Resolution of Intent.
4. The City Clerk is further directed to cause adequate notices of the Resolution of Intent and the scheduled public hearing to be posted as required by G.S. 160A-299.

Adopted by the City Council at a meeting held on the second day of April 2020.


Barbara G. Volk, Mayor

ATTEST:



Tammie K. Drake, City Clerk

(Seal)

**ORDER TO PERMANENTLY CLOSE AN UNOPENED AND UNIMPROVED
ROW FOR ROBERSON AVENUE
(Petition by Hendersonville Housing Authority)**

NORTH CAROLINA
HENDERSON COUNTY

TO WHOM IT MAY CONCERN:

WHEREAS, North Carolina General Statute 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 of such streets or alleyways; and

WHEREAS, Hendersonville Housing Authority has petitioned the City of Hendersonville to close an unopened and unimproved ROW for Roberson Avenue; and

WHEREAS, on the second day of April 2020, the Hendersonville City Council adopted a resolution expressing the intention of the municipality to close this Right-of-Way and setting the fourth day of June 2020, 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 fourth day of June 2020.

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

1. The closing of the right-of-way hereafter described are not contrary to the public interest.
2. No individual owning property in the vicinity of the alley or in the subdivision in which it is located would be deprived by the closing of such right-of-way 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:

ROBERSON AVENUE CLOSURE

BEGINNING AT A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN OF VALLEY STREET AND THE NORTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE NORTH MARGIN OF ROBERSON AVENUE S 82°14'12" E A DISTANCE OF 363.79' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN OF ROBERSON AVENUE AND THE WESTERN MARGIN OF THE NCDOT RIGHT OF WAY SHOWN IN PROJECT 35025.3.1; THENCE WITH THE WESTERN MARGIN OF SAID NCDOT RIGHT OF WAY THE FOLLOWING TWO CALLS; S 18°09'17" E A DISTANCE OF 8.31' TO A CALCULATED POINT; THENCE S 18°09'17" E A DISTANCE OF 22.38' TO A CALCULATED POINT AT THE INTERSECTION OF THE WEST MARGIN OF SAID NCDOT RIGHT OF WAY AND THE SOUTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE SOUTH MARGIN OF ROBERSON AVENUE N 82°51'29" W A DISTANCE OF 376.71' TO A CALCULATED POINT AT THE INTERSECTION OF THE SOUTH MARGIN OF ROBERSON AVENUE AND THE EAST MARGIN OF VALLEY STREET; THENCE WITH THE EAST MARGIN OF VALLEY STREET N 06°49'21" E A DISTANCE OF 31.70' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.252 ACRES, 10,992 SQ.FT. AND BEING THE HISTPRIC LOCATION OF ROBERSON AVENUE.

2. 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 fourth day of June, 2020.

Barbara G. Volk, Mayor, City of Hendersonville

ATTEST:

Angela L. Reese, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

STATE OF NORTH CAROLINA, COUNTY OF HENDERSON

I, _____, a notary public in Henderson County, State of North Carolina, do hereby certify that Barbara G. Volk, in her capacity as Mayor of the City of Hendersonville, Angela L. Reese, in her capacity as City Clerk, and Samuel H. Fritschner, in his capacity as City Attorney, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this _____.

My commission expires _____

ROBERSON AVENUE CLOSURE

BEGINNING AT A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN OF VALLEY STREET AND THE NORTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE NORTH MARGIN OF ROBERSON AVENUE S 82°14'12" E A DISTANCE OF 363.79' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN OF ROBERSON AVENUE AND THE WESTERN MARGIN OF THE NCDOT RIGH OF WAY SHOWN IN PROJECT 35025.3.1; THENCE WITH THE WESTERN MARGIN OF SAID NCDOT RIGHT OF WAY THE FOLLOWING TWO CALLS; S 18°09'17" E A DISTANCE OF 8.31' TO A CALCULATED POINT; THENCE S 18°09'17" E A DISTANCE OF 22.38' TO A CALCULATED POINT AT THE INTERSECTION OF THE WEST MARGIN OF SAID NCDOT RIGHT OF WAY AND THE SOUTH MARGIN OF ROBERSON AVENUE; THENCE WITH THE SOUTH MARGIN OF ROBERSON AVENUE N 82°51'29" W A DISTANCE OF 376.71' TO A CALCULATED POINT AT THE INTERSECTION OF THE SOUTH MARGIN OF ROBERSON AVENUE AND THE EAST MARGIN OF VALLEY STREET; THENCE WITH THE EAST MARGIN OF VALLEY STREET N 06°49'21" E A DISTANCE OF 31.70' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.252 ACRES, 10,992 SQ.FT. AND BEING THE HISTPRIC LOCATION OF ROBERSON AVENUE.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 5-20-2020

Presenter: Susan G. Frady, Development Asst. Dept

Date of Council Meeting to consider this item: 6-4-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 10

File # P-20-18 SC

The City has received an application from the Hendersonville Housing Authority to close a portion of an unopened and unimproved right-of-way for Sixth Avenue East located on PIN 9568-99-9384. A survey and boundary description are attached.

City Council at its regular meeting of April 2, 2020, adopted a Resolution of Intent to close this right-of-way. A copy of the Resolution of Intent was mailed to the adjacent property owners, notification of the proposed closing was posted on the property, and the Resolution of Intent and notice of public hearing was advertised four times in the legal notice section of a local newspaper. General Statute 160A-299 has procedures for permanently closing streets and alleys. Any person may be heard on the question of whether or not the closing would be detrimental to the public interest or property rights of any individual. If it appears to the satisfaction of the City Council after the hearing that closing the street is not contrary to the public interest, and that no individual owning property in the vicinity of the street would thereby be deprived of reasonable means of ingress or egress to their property, the City Council may adopt an order closing the street.

Budget Impact: \$ 0 Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion: *To disapprove any item, you may allow it to fail for lack of a motion.*

I move Council to adopt the Order to Permanently Close a portion of an unopened and unimproved right-of-way for Sixth Avenue East petitioned by the Hendersonville Housing Authority.

Attachments:

Resolution of Intent
Order to Permanently Close
Survey
Legal Description

RESOLUTION OF INTENT

A resolution declaring the intention of the City of Hendersonville City Council to consider closing a portion of an unopened and unimproved ROW for a portion of 6th Avenue East located on PIN 9568-99-9384

WHEREAS, NC General Statute (G.S.) 160A-299 authorizes the City Council to close public streets and alleys, and

WHEREAS, Hendersonville Housing Authority, has petitioned the Council of the City of Hendersonville to close an unopened and unimproved ROW for a portion of 6th Avenue East located on PIN 9568-99-9384.

WHEREAS, the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of an unopened and unimproved ROW for a portion of 6th Avenue East located on PIN 9568-99-9384.


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

1. A meeting will be held at 5:45 p.m. on the fourth day of June 2020, in the Council Chambers of City Hall to consider closing an unopened and unimproved alley between Williams and Harris Street.
2. The City Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks.
3. The City Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of the Resolution of Intent.
4. The City Clerk is further directed to cause adequate notices of the Resolution of Intent and the scheduled public hearing to be posted as required by G.S. 160A-299.

Adopted by the City Council at a meeting held on the second day of April 2020.


Barbara G. Volk, Mayor

ATTEST:



Tammie K. Drake, City Clerk

(Seal)

**ORDER TO PERMANENTLY CLOSE A PORTION OF AN UNOPENED AND UNIMPROVED
RIGHT-OF-WAY FOR SIXTH AVENUE EAST
(Petition by Hendersonville Housing Authority)**

NORTH CAROLINA
HENDERSON COUNTY

TO WHOM IT MAY CONCERN:

WHEREAS, North Carolina General Statute 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 of such streets or alleyways; and

WHEREAS, Hendersonville Housing Authority has petitioned the City of Hendersonville to close a portion of the Right-of -Way for Sixth Avenue East; and

WHEREAS, on the second day of April 2020, the Hendersonville City Council adopted a resolution expressing the intention of the municipality to close portions of these streets and setting the fourth day of June 2020, 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 fourth day of June 2020.

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

1. The closing of the right-of-way hereafter described are not contrary to the public interest.
2. No individual owning property in the vicinity of the alley or in the subdivision in which it is located would be deprived by the closing of such right-of-way 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:

BEGINNING AT A #4 REBAR WITH "MCABEE" CAP SET IN THE INTERSECTION OF THE NCDOT RIGHT OF WAY SHOWN IN PLANS FOR PROJECT 8.1834101 AND THE SOUTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE EAST MARGIN OF SAID NCDOT RIGHT OF WAY N 06°21'33" E A DISTANCE OF 30.25' TO A CALCULATED POINT IN THE NORTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE NORTH MARGIN OF 6TH AVENUE EAST THE FOLLOWING TWO CALLS N 74°39'41" E A DISTANCE OF 191.15' TO A CALCULATED POINT; THENCE N 75°42'01" E A DISTANCE OF 57.33' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN FOR 6TH AVENUE EAST AND THE EAST MARGIN FOR WALNUT STREET; THENCE WITH THE EAST MARGIN FOR WALNUT STREET THE FOLLOWING TWO CALLS S 39°26'19" E A DISTANCE OF 24.00' TO A CALCULATED POINT; THENCE S 11°04'07" E A DISTANCE OF 330.85' TO A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN FOR WALNUT STREET AND THE NORTH MARGIN FOR 5TH AVENUE EAST; THENCE WITH THE NORTH MARGIN FOR 5TH AVENUE EAST S 62°36'46" W A DISTANCE OF 31.66' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN FOR 5TH AVENUE EAST AND THE WEST MARGIN OF WALNUT STREET; THENCE WITH THE WEST MARGIN FOR WALNUT STREET N 11°00'15" W A DISTANCE OF 330.65' TO A CALCULATED POINT AT THE INTERSECTION OF THE WEST MARGIN OF WALNUT STREET AND THE SOUTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE SOUTHERN MARGIN FOR 6TH AVENUE EAST S 75°03'45" W A DISTANCE OF 238.85' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.400 ACRES, 17,403 SQ.FT. AND BEING THE HISTORIC LOCATION OF 6TH AVENUE EAST AND WALNUT STREET.

2. 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 fourth day of June, 2020.

Barbara G. Volk, Mayor, City of Hendersonville

ATTEST:

Angela L. Reese, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

STATE OF NORTH CAROLINA, COUNTY OF HENDERSON

I, _____, a notary public in Henderson County, State of North Carolina, do hereby certify that Barbara G. Volk, in her capacity as Mayor of the City of Hendersonville, Angela L. Reese, in her capacity as City Clerk, and Samuel H. Fritschner, in his capacity as City Attorney, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this _____.

My commission expires _____

LEGAL DESCRIPTION FOR 6TH AVENUE EAST AND WALNUT STREET

BEGINNING AT A #4 REBAR WITH "MCABEE" CAP SET IN THE INTERSECTION OF THE NCDOT RIGHT OF WAY SHOWN IN PLANS FOR PROJECT 8.1834101 AND THE SOUTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE EAST MARGIN OF SAID NCDOT RIGHT OF WAY N 06°21'33" E A DISTANCE OF 30.25' TO A CALCULATED POINT IN THE NORTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE NORTH MARGIN OF 6TH AVENUE EAST THE FOLLOWING TWO CALLS N 74°39'41" E A DISTANCE OF 191.15' TO A CALCULATED POINT; THENCE N 75°42'01" E A DISTANCE OF 57.33' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN FOR 6TH AVENUE EAST AND THE EAST MARGIN FOR WALNUT STREET; THENCE WITH THE EAST MARGIN FOR WALNUT STREET THE FOLLOWING TWO CALLS S 39°26'19" E A DISTANCE OF 24.00' TO A CALCULATED POINT; THENCE S 11°04'07" E A DISTANCE OF 330.85' TO A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN FOR WALNUT STREET AND THE NORTH MARGIN FOR 5TH AVENUE EAST; THENCE WITH THE NORTH MARGIN FOR 5TH AVENUE EAST S 62°36'46" W A DISTANCE OF 31.66' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN FOR 5TH AVENUE EAST AND THE WEST MARGIN OF WALNUT STREET; THENCE WITH THE WEST MARGIN FOR WALNUT STREET N 11°00'15" W A DISTANCE OF 330.65' TO A CALCULATED POINT AT THE INTERSECTION OF THE WEST MARGIN OF WALNUT STREET AND THE SOUTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE SOUTHERN MARGIN FOR 6TH AVENUE EAST S 75°03'45" W A DISTANCE OF 238.85' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.400 ACRES, 17,403 SQ.FT. AND BEING THE HISTORIC LOCATION OF 6TH AVENUE EAST AND WALNUT STREET.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Sam Fritschner

Department: Legal

Date Submitted: 27 May 2020

Presenter: Sam Fritschner

Date of Council Meeting to consider this item: 4 June 2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 11

For the purpose of extending the Clear Creek sewer line and greenway city staff has, subject to Council approval, negotiated a purchase price of \$70,000.00 for the 26.72-acre Holbert tract identified as PIN 9569-89-2575. A proposed resolution authorizing the purchase is attached.

Budget Impact: \$ 70,000 _____ Is this expenditure approved in the current fiscal year budget? No _____ If no, describe how it will be funded.

Will be added to budget

Suggested Motion:

I move the City Council to approve the resolution authorizing the city manager to purchase the Holbert property for \$70,000.00.

Attachments:

Proposed resolution

RESOLUTION # _____

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE CERTAIN REAL PROPERTY
IN HENDERSON COUNTY**

WHEREAS the City Council finds it in the best interest of the City of Hendersonville to extend and improve certain sewer lines, and

WHEREAS the Council further desires to purchase certain real property designated as PIN 9569-89-2575 for the purpose of extending and improving sewer service, and for extending the City's greenway system,

WHEREAS the city staff has provisionally agreed with the owner of the said real property that \$70,000.00 is a fair price for purchase of the said property, and

NOW, THEREFORE, BE IT RESOLVED that the city manager be and he is hereby authorized and directed to execute an option contract with the owner of the said tracts for the sum of \$70,000.00, and with such additional terms as the city manager in consultation with the city attorney finds just and reasonable.

Adopted this fourth day of June 2020.

Barbara Volk
Mayor, City of Hendersonville

ATTEST:

City Clerk



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Sam Fritschner

Department: Legal

Date Submitted: 2 June 2020

Presenter: Sam Fritschner

Date of Council Meeting to consider this item: 4 June 2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 11A

For the purpose of extending the Clear Creek sewer line and greenway city staff has, subject to Council approval, negotiated a purchase price of \$30,000.00 for the 26.72-acre Kelly-Orr tract identified as PIN 9569-99-1449. A proposed resolution authorizing the purchase is attached.

Budget Impact: \$ 30,000 Is this expenditure approved in the current fiscal year budget? No If no, describe how it will be funded.

From Water/Sewer fund

Suggested Motion:

I move the City Council to approve the resolution authorizing the city manager to purchase the Kelly/Orr property for \$30,000.00.

Attachments:

Proposed resolution

RESOLUTION # _____

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE CERTAIN REAL PROPERTY
IN HENDERSON COUNTY**

WHEREAS the City Council finds it in the best interest of the City of Hendersonville to extend and improve certain sewer lines, and

WHEREAS the Council further desires to purchase certain real property designated as PIN 9569-99-1449 for the purpose of extending and improving sewer service, and for extending the City's greenway system,

WHEREAS the city staff has provisionally agreed with the owner of the said real property that \$30,000.00 is a fair price for purchase of the said property, and

NOW, THEREFORE, BE IT RESOLVED that the city manager be and he is hereby authorized and directed to execute an option contract with the owner of the said tracts for the sum of \$30,000.00, and with such additional terms as the city manager in consultation with the city attorney finds just and reasonable.

Adopted this fourth day of June 2020.

Barbara Volk
Mayor, City of Hendersonville

ATTEST:

City Clerk

RESOLUTION # _____

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE CERTAIN REAL PROPERTY
IN HENDERSON COUNTY**

WHEREAS the City Council is considering purchasing certain real property between Wall and Church Streets on the South Side of Fifth Avenue, PINs 9568-78-5480 and 9568-78-5391, for the construction of a parking garage , and

WHEREAS the city manager has provisionally agreed with the owner of the said real property that \$1,150,000.00 is a fair price for purchase of the said property, and

WHEREAS the City Council finds \$1,150,000.00 to be a fair and equitable price for the real property,

NOW, THEREFORE, BE IT RESOLVED that the city manager be and he is hereby authorized and directed to execute an option contract with the owner of the said tracts for the sum of \$1,150,000.00, including sums already paid on option contracts, and with such additional terms as the city manager in consultation with the city attorney finds just and reasonable.

Adopted this fourth day of June 2020.

Barbara Volk
Mayor, City of Hendersonville

ATTEST:

City Clerk

Option on Real Estate

STATE OF NORTH CAROLINA
HENDERSON COUNTY

This Option Agreement, made and entered into this the fourth day of October 2019, by and between Frank B. Jackson ("Seller"), and the City of Hendersonville, a North Carolina Municipal Corporation, ("Buyer"):

WITNESSETH:

That for and consideration of ten-thousand Dollars (\$10,000.00) to him in hand paid, the receipt of which is hereby acknowledged, said Seller to hereby given and granted unto said Buyer the right and option to purchase from said Sellers a certain tract or parcel of real property ("the Property") lying and being in Henderson County, North Carolina and more particular described as follows:

All at tract of real estate as described on Exhibit A attached hereto and made a part hereof by this reference.

The terms and conditions of this option are as follows: cash at closing.

First. This option shall begin 4 October 2019 and end 11:59 p.m. 4 June 2020.

Second. If Buyer exercises this option and elects to purchase said Property, the purchase price shall be used to retire encumbrances, if any, the cost of deed preparation and any other usual and necessary cost customarily paid by Seller including proration of taxes. The price thereof shall be one million one hundred and fifty thousand Dollars (\$1,150,000.00 in cash upon delivery of the deed at closing.


Third. At any time within the period above limited, but not thereafter, Sellers will make, execute and deliver to said Buyer a good and sufficient deed for said land in fee simple with general warranty and free from encumbrances upon the payment by said Buyer of the said purchase price in the sum and manner above set out.

Fourth. If said land be sold by said Seller to said Buyer under the terms of this option, the sum for which a receipt is herein given shall be a credit of the cash payment of the purchase price, but if said land be not so sold within the period above limited, said sum shall be retained by Seller as the purchase price of this option and thereafter Buyer shall have no further rights under this option.

IN TESIMONY WHEREOF, said Seller has hereunto set his hand and seals the day and year first written above.

CITY OF HENDERSONVILLE

By: 
John F. Connet
City manager
Buyer


Frank B. Jackson
Seller

I hereby certify that this contract has
been pre-audited in the manner
required by the Local Government
Budget and Fiscal Control Act

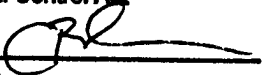
Finance Director 
Date 10/16/19

EXHIBIT A

Beginning at the point of intersection of the southern margin of the sidewalk along the south side of 5th Avenue West with the eastern margin of the sidewalk along the eastern side of Church Street, and running thence from said beginning point with the southern margin of the sidewalk along the south side of 5th Avenue West, North 77 deg. 58 min. East 75.6 feet to a point, northwestern corner of that tract conveyed to Quality Tire Company, Inc. by deed recorded in Book 463, at page 33, Henderson County Registry; thence South 12 deg. 48 min. East 75 feet to a point in the boundary of the Quality Tire Company, Inc. property; thence a new line, South 77 deg. 58 min West 75.6 feet to a point in the eastern margin of the sidewalk along the east side of Church Street; thence with said margin of said sidewalk, North 12 deg. 48 min. West 75 feet to the BEGINNING. Being property formerly owned by Home Corporation.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/27/2020

Presenter: Bob Williford

Date of Council Meeting to consider this item: 6/4/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 13

The Chamber of Commerce is partnering with several business organizations to fund a Shop & Dine advertising campaign and they are requesting a \$5,000 contribution from the City of Hendersonville. Bob Williford will attend the meeting via Zoom to make a formal request.

Budget Impact: \$ 5,000 Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

I move that the City Council resolve to allocate \$5,000 to the Henderson County Chamber of Commerce's Shop and Dine advertising campaign.

Attachments:

Request from Chamber of Commerce



May 22, 2020

Mr. John Connet, City Manager
City of Hendersonville
160 Sixth Avenue, East
Hendersonville, NC 28792

Dear John:

A coalition of Henderson County business organizations is requesting the City's assistance in funding a Shop & Dine Henderson County advertising campaign. We are requesting an allocation of \$5,000. The campaign committee is also soliciting funds from the County, other municipalities, and the private sector.

We feel that a boost to the local economy is needed at this time as we are allowed to re-open more businesses. Creating a safe environment for consumers & workers, re-kindling consumer confidence and reminding citizens about the benefits of local shopping are the focus points of the campaign. The Fletcher Area Business Association, the Friends of Downtown Hendersonville, the Hendersonville Merchants Association, the Flat Rock Merchants Association, the GROW Mills River Group and individual business representatives from across Henderson County are partners in this effort.

Attached is a broad outline describing the effort. We have contacted most local media outlets and secured preferential rates for the campaign. Please feel free to contact us with questions, concerns and/or possible additions to the plan.

We appreciate your consideration of this important request and the City's past support for Shop Local campaigns. The next few months will be crucial to our economic recovery, we hope you will support this effort.

Sincerely

A handwritten signature in black ink, appearing to read "Dan Poeta".

Dan Poeta
Chairman

A handwritten signature in black ink, appearing to read "Bob Williford".

Bob Williford
President

CC: Mayor Barbara Volk, Mayor Pro Tem Jerry Smith, Council Member Jeff Miller, Council Member Jennifer Hensley, Council Member Lyndsey Simpson

Support Henderson County

Presentation to:

City of Hendersonville

SHOP & DINE

HENDERSON

COUNTY

CAMPAIGN

2020

The Request

\$5,000 for a Shop & Dine Henderson County Campaign

The Planning Committee

- Jared Bellmund Fletcher Area Business Association
- John Holt (Sierra Nevada) Mills River Area
- Lew Holloway Downtown Hendersonville
- Chris Wright (Diamond Rush) Laurel Park Shopping Center
- Virginia Spigener (The Wrinkled Egg) Flat Rock Merchants Association
- Bob Williford Henderson County Chamber of Commerce

Campaign Endorsers

- Henderson County Chamber of Commerce
- Fletcher Area Business Association
- Flat Rock Merchants Association
- Downtown Hendersonville, Inc.
- Laurel Park Shopping Village
- Hendersonville Merchants & Business Association

Campaign Funding Goal

\$25,000

Why a Campaign?

- With businesses re-opening as COVID-19 restrictions are lifted a boost for local support is needed more than ever.
- Leakage is defined as Henderson County residents purchasing goods and services from outside Henderson County. In a 1999 Marketech, Inc study that figure was \$100,000,000. And Internet sales were just beginning.
- Encouraging, educating and reminding citizens to shop with local merchants protects jobs, the sales tax base and local business viability.
- Promoting safety for consumers and employees is a critical factor in a successful re-opening of the local economy.

Timeline

- Three Month Focus – Mid/late June through Mid/late-September.
- Evaluation and consideration of extending into the Holiday Season.

The Results

- Citizens gain a better understanding of the importance of purchasing goods and services in Henderson County by interacting with businesses.
- Citizens can easily determine which businesses are open and what products/services they provide.
- Businesses have access to safe re-opening guidelines and can be designated #SafeHendo.
- Everybody wins – governments, employees, consumers, businesses

What is #SafeHendo

- I pledge to follow the guidelines outlined by the Local, State and Federal government. In addition to those guidelines, I pledge to keep my business clean and safe by taking the #SafeHendo Pledge and upholding the following standards to the best of my abilities until the time it is deemed safe to ease restrictions and go back to normal operations:
 - Limiting the number of people in my business to the recommended capacity
 - Requiring staff to wear facial coverings and PPE where feasible
 - Encouraging customers to wear facial coverings
 - Implementing cleaning protocols recommended by the CDC
 - Educating employees on guidelines and safe practices

Focus Points

- Boosting the economic recovery
- Communicating the benefits of local shopping and dining
- Creating a safe environment for consumers and businesses
- Stabilizing the local business community

Marketing Partners & Sources

- Local Media Outlets – Mix of advertising with The Times-News, The Hendersonville Lightning, WHKP, WTZQ, Lamar Advertising and other vendors.
- Social Media – Heavy social media messaging to Henderson County Residents
- Business Community – Funding, Cooperative Advertising and Campaign support from the local business community.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Adam Murr

Department: Admin

Date Submitted: 05/21/2020

Presenter: Adam Murr

Date of Council Meeting to consider this item: 06/04/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 14

City Council directed Staff at the May 7, 2020 regular meeting to work with financial advisors, bond counsel, trustee and rate consultants to seek Local Government Commission (LGC) approval for Interim Financing on a new Police Department Headquarters.

Staff recommend City Council adopt the attached Bond Order authorizing the issuance of the Interim Financing at the June 4, 2020 regular meeting. The bond amount is recommended with a not to exceed amount of \$11,500,000. Furthermore, the Bond Order will authorize the approval, execution, and delivery of various documents in connection with the issuance.

The Interim Financing is expected to be discharged upon the completion of the construction of the Police Department Headquarters Project. Upon construction completion, the City will enter into an installment financing contract with the United States Department of Agriculture (USDA) for long-term financing.

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

I move City Council resolve to adopt the Bond Order authorizing the issuance of a short-term Interim Financing Contract with HomeTrust Bank not to exceed \$11,500,000 at an annual interest rate of 1.79%.

I further move to authorize the City Manager, or designee, to execute the contract and associated transactions associated with the Contract.

Attachments:

Bond Order

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA APPROVING AN INSTALLMENT FINANCING CONTRACT AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS THERETO

WHEREAS, the City of Hendersonville, North Carolina (the “City”) is a municipal corporation validly existing under the constitution, statutes and laws of the State of North Carolina (the “State”);

WHEREAS, the City has the power, pursuant to the General Statutes of North Carolina, to (1) purchase real and personal property, (2) enter into installment contracts to finance the purchase or improvement of real and personal property used, or to be used, for public purposes, and (3) grant a security interest in some or all of the property purchased or improved to secure repayment of the purchase price;

WHEREAS, the City Council of the City (the “City Council”) has determined that it is in the best interest of the City to (1) enter into an installment financing contract (the “Contract”) with HomeTrust Bank (the “Lender”) in order to obtain funds to pay the capital costs of a new police headquarters (the “Project”) and (2) in order to provide security for the City’s obligations under the Contract, grant to the Lender a security interest under a deed of trust, security agreement and fixture filing (the “Deed of Trust”) in the City’s fee simple interest in the sites where the Project is or will be located, together with all improvements and fixtures located thereon, as the Lender may require;

WHEREAS, the City Council conducted a public hearing with respect to the Project on May 7, 2020, to receive public comments on the Projects, the Contract and the Deed of Trust and accepted written comments from the public for a period of up to at least 24 hours after the public hearing;

WHEREAS, the City has filed an application with the Local Government Commission of North Carolina (the “LGC”) for approval of the LGC with respect to the City entering into the Contract in an aggregate principal amount not to exceed \$11,500,000;

WHEREAS, the City expects to discharge the Contract upon completion of the construction of the Project, at which time the City will enter into an installment financing with the United States Department of Agriculture, Rural Development for long-term financing of the Project;

WHEREAS, there has been made available to the City Council the form of the Contract and the Deed of Trust which the City proposes to approve, enter into and deliver, as applicable, to effectuate the proposed financing at an interest rate specified in the Contract and in the bid summary provided to the City Council; and

WHEREAS, it appears that the Contract and the Deed of Trust (collectively, the “Instruments”) are in appropriate form and are the appropriate instruments for the purposes intended;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA, AS FOLLOWS:

Section 1. ***Authorization to Negotiate, Execute and Deliver the Instruments.*** The City hereby approves the financing of the Project in accordance with the terms of the Instruments which will be valid, legal and binding obligations of the City in accordance with their terms. The City hereby approves the amount advanced by the Lender to the City pursuant to the Contract in an aggregate principal amount not to exceed \$11,500,000 at an interest rate of 1.79% per annum, such amount to be repaid by the City to the Lender as provided in the Instruments. The Instruments are in all respects

authorized and approved, and the City Manager, the Assistant City Manager, the Finance Officer, the City Attorney and the City Clerk, including anyone serving as such in an acting or interim capacity, or their respective designees (the “*Authorized Officers*”), are authorized, empowered and directed to execute and deliver the Instruments for and on behalf of the City, including necessary counterparts, in substantially the form as set forth above. The execution and delivery of the Instruments by the Authorized Officers constitutes conclusive evidence of the City’s approval of any and all such deviations in such Instruments from the form and content of the Instruments made available to the City Council. From and after the execution and delivery of the Instruments, the Authorized Officers are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Instruments as executed.

Section 2. ***City Representative.*** The Authorized Officers are hereby designated as the City’s Representatives to act on behalf of the City in connection with the transactions contemplated by the Instruments and are authorized to proceed with the Projects and to seek opinions as a matter of law from the City Attorney, which the City Attorney is authorized to furnish on behalf of the City, and opinions of law from such other attorneys for all documents contemplated hereby as required by law. The Authorized Officers are each hereby authorized, empowered and directed to do any and all other acts and to execute any and all other documents, which they, in their discretion, deem necessary and appropriate to consummate the transactions contemplated by the Instruments or as they deem necessary or appropriate to implement and carry out the intent and purposes of this Resolution and to take all other actions that they deem necessary to administer the Instruments and the Projects in a manner consistent with the intent of this Resolution and the Instruments. Any and all acts of the Authorized Officers may be done individually or collectively.

Section 3. ***Severability.*** If any section, phrase or provision of this Resolution is for any reason declared invalid, such declaration will not affect the validity of the remainder of the sections, phrases or provisions of this Resolution.

Section 4. ***Repealer.*** All motions, orders, resolutions and parts thereof in conflict herewith are hereby repealed.

Section 5. ***Effective Date.*** This Resolution is effective on the date of its adoption.

PASSED, ADOPTED AND APPROVED this 4th day of June, 2020.

STATE OF NORTH CAROLINA)
) SS:
CITY OF HENDERSONVILLE)

I, _____, _____ City Clerk of the City of Hendersonville, North Carolina, ***DO HEREBY CERTIFY*** that the foregoing is a true and exact copy of a resolution titled **“RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA APPROVING AN INSTALLMENT FINANCING CONTRACT AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS THERETO”** adopted by the City Council of the City of Hendersonville, North Carolina in a regular session convened on the 4th day of June, 2020, as recorded in the minutes of the City Council of the City of Hendersonville, North Carolina.

WITNESS my hand and the seal of the City of Hendersonville, North Carolina, this the ____ day of _____, 2020.

(SEAL)

Tammie Drake
City Clerk
City of Hendersonville, North Carolina



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/26/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 6/4/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 15a

The City Council will need to schedule a special meeting in order to adopt the annual budget ordinance for the 2020-2021 fiscal year. This meeting would also provide the City Council an opportunity to interview City Attorney candidates. City staff requests that City Council identify a date to hold this special meeting.

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

None

Attachments:

None



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Tammie Drake

Department: Admin

Date Submitted: 05.27.20

Presenter: John Connet

Date of Council Meeting to consider this item: 06.04.20

Nature of Item: Council Action

Summary of Information/Request:

Item #

Board/Commission Appointments:

ABC Board: Ms. Sherri Metzger has resigned. You have received the application of William Calhoun.

Board of Adjustment: Bob Ward, Kathy Watkins and Chris Freeman have all expressed a desire to continue serving.

Downtown Advisory Committee: The terms of Michele Sarks, Carole Sitzler, Caroline Gunther and Matt Johnes are expiring.

Environmental Sustainability Board: The terms of Geri Conley, Kim Bailey, Roger Bass and Reid Barwick are expiring.

Tourism Development Authority: Ms. Sharon Carlyle may not be reappointed. There are no applications on file at this time.

Vacancies:

Animal Services Advisory Committee - veterinarian position.

Environmental Sustainability Board - City representative.

Walk of Fame Steering Committee - City position

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? ^{N/A} If no, describe how it will be funded.

Suggested Motion:

Attachments:

ANIMAL SERVICES ADVISORY COMMITTEE

Purpose: The Animal Services Advisory Committee was formed in February 2020 to provide input on the operations and policies of the Police Department regarding the enforcement of the Animal Ordinance and will hear dangerous dog appeals in a quasi-judicial format. The Committee:

1. Consists of seven members; in addition to one veterinarian and one representative from the Police Department.
 2. Members serve three-year staggered terms.
 3. Serves the Council in an advisory-only capacity.
 4. Meets quarterly at 5:30 p.m. on the third Thursday and call special meetings as issues arise.
 5. Chair and vice chair is selected by the members by majority vote of the Committee.
- All meetings are open to the public and Council members may attend to participate or interact with the members.

Name	Phone	Email	Term Ends
Caroline Gunther 128 Poplar Loop Dr. Flat Rock NC 28731	243-7557	caroline@wagpetboutique.com	Jun-23
Angela Prodrick 1214 Greenville Hwy. Hendersonville NC 28792	585-797-9300	aprodrick@blueridgehumane.org	Jun-23
Sarah Hoffman 1236 Everette Place Hendersonville NC 28791	619-977-7861	sarahms67@yahoo.com	Jun-22
Jean Greeson 122 Rutledge Dr. Hendersonville NC 28739	699-0573	jean@jeangreeson.com	Jun-22
Constance Stewart 170 Pattys Chapel Rd. Fletcher NC 28732	606-7290	cstewart@hendersonvilleha.org	Jun-21
Alexa Arnold 72 Orchard Park Rd. Flat Rock NC 28731	773-332-5165	alexaarnoldabt@gmail.com	Jun-21
Barbara Burke 101 Bayberry Way Hendersonville NC 28739	832-270-9290	b.burke@wingate.edu	Jun-21
Dr.	0		0 Jun-23
Officer Andrew Gunnin	0	agunnin@hvlnc.gov	

ENVIRONMENTAL SUSTAINABILITY BOARD

Purpose: The City of Hendersonville is committed to preserving our natural resources, reducing our use of energy, and ultimately saving money for our taxpayers. The Environmental Sustainability Board will advise the City Council on policies and practices dealing with the environment and energy conservation and assist with citizen-education efforts.

Membership: The ESB consists of five residents of the City. Up to four additional members residing outside the City may be appointed for their particular areas of expertise. The Chairman shall be chosen annually by the Board from among those who are residents of the City. A staff member is assigned by the City Manager to work with the Board. Terms of appointment are two years and members may be reappointed. The board will choose its own chairman annually. Members serve staggered terms. Terms expire June 30.

The Environmental Sustainability Board meets monthly on the third Thursday at the Operations Center, 305 Williams Street, Hendersonville, NC at 4:00 p.m. Meetings are open to the public and are subject to cancellation.

Position	Name/Address	Phone	E-mail	Expires:
Hendersonville	Secretary Geri Conley 329B Fourth Ave. W. Hendersonville NC 28739	697-4123	geri5@att.net	Jun-20
Hendersonville	Beth Stang 824 Dale St. Hendersonville, NC 28739	337-5678	Bethwstang@gmail.com	Jun-21
Hendersonville	Neil Brown 849 Sandburg Terrace Hendersonville NC 28791	614/946-4614	ndbrown1701@gmail.com	Jun-21
Hendersonville	Reid Barwick 475 S Church St, Apt J Hendersonville NC 28792	615/ 804-8649	reid54wick@gmail.com	Jun-20
Hendersonville	vacant			Jun-20
Out-side City Rep	Kim Bailey 464 Townsend Rd Hendersonville NC 28792	707-7551	kimebai@gmail.com	Jun-20
Out-side City Rep	Roger Bass 54 Olmsted Lane Flat Rock NC 28731	904/504-5933	RDBass@aol.com	Jun-20
Outside-City PSNC	Steven Orr 108 Lyndale Rd Hendersonville NC 28739	674-2420	steven.orr@scana.com	Jun-21
Out-side City Rep	Gray Jernigan 108 Belmont Ave Asheville NC 28806	919/215-9466	grayjernigan@gmail.com	Jun-21

WALK OF FAME STEERING COMMITTEE

This is a joint effort between the City and Henderson County to review nominations and recognize individuals who have made an outstanding contribution to the growth and development of Henderson County and the quality of life for City and County residents.
 Areas considered are agriculture, education, cultural arts, industry, government, health care, commerce and special services.
 The members serve three-year terms.

Position		Phone	e-mail	Expires
Hendersonville	Marcia Mills Kelso 181 Arrowhead Trail Hendersonville NC 28739		kismet47kelso@gmail.com	Jun-21
Hendersonville	Chair Kaye Youngblood PO Box 523 Fletcher NC 28732	674-2473	kayeyoungblood@yahoo.com	Jun-22
Hendersonville	Vacant [Royes] Hendersonville NC 28792	Jan-00		Jun-20
Henderson Co	Vacant [Gambill] Hendersonville NC 28739	Jan-00	Jan-00	Jun-21
Henderson Co.	Ronnie Pepper 222 Leverette Dr Hendersonville NC 28791	290-8190	rpepper@bellsouth.net	Jun-20
Ex-Officio, Non-voting Selection Committee	Tom Wooten 305 Williams St Hendersonville NC 28792	697-3084	twooten@hvlnc.gov	
Selection Committee				
Selection Committee				

ABC Board

This Board meets the third Tuesday of each month at 10:00 a.m. at the ABC Office located at 205 S. Church Street, Hendersonville, NC. These members serve three-year staggered terms. Terms expire June 30 of the appointed year.

Name	Home	Email	Term Ends
Chairman Charles Byrd 15 Wren Glen Ct Hendersonville NC 28792	692-6642	clshbyrd@cvresidents.com	Jun-22
Sherri Metzger 30 Kestrel Ct Hendersonville NC 28792	779-5240	smetz351@aol.com	Jun-20
Marcia Kane 1050 Carousel Lane Hendersonville NC 28792	698-2778	marciek@gmail.com	Jun-21

BOARD OF ADJUSTMENT

Regular meetings of the Board of Adjustment are held the second Tuesday of each month at 1:30 p.m. at the Operations Center at 305 Williams Street. These members serve three-year staggered terms. Terms expire June 30.

	Home	Phone	Email	Term Ends	Appointed by
Bob Ward 700 S. Whitted Hendersonville NC 28792	693-6002		administrator@ward7956@bellsouth.net	Jun-20	Hendersonville
Chris Freeman 123 Briarwood Ln Hendersonville NC 28792	674-3363	692-6110	chris.freeman@colemanfreeman.com	Jun-20	Hendersonville
Kathy Watkins 1134 Highland Ave. Hendersonville NC 28792	674-3517		KathyWatkins40@gmail.com	Jun-20	Hendersonville
Roger Woolsey 59 Walden Pond Dr Hendersonville NC 28791	595-4671	989-9092	marog20@gmail.com	Jun-22	Hendersonville
Barbara McCoy 517 N. Whitted St Hendersonville NC 28739	692-1492		theaternut100@gmail.com	Jun-22	Hendersonville
Melinda P. Lowrance 710 First Ave W Hendersonville NC 28739	692-7180			Jun-22	Hendersonville
Steve Smith PO Box 6446 Hendersonville NC 28793	(910) 280-3247		ncgevo@gmail.com	Jun-22	Hendersonville-Alternate
Libby Collina 869 Thornton Pl Hendersonville NC 28791	273-1811		brokerwnc@gmail.com	Jun-22	Hendersonville
				Sep-21	Henderson Co
Charles Webb 113 Appledore Ave. Hendersonville NC 28739	243-9499		cwebb@hville.net	Sep-20	Henderson Co
Vacant				Sep-19	Henderson Co
Alternate				Sep-20	Henderson Co-Alternate

DOWNTOWN ADVISORY COMMITTEE

Purpose: The City of Hendersonville is committed to protecting the economic viability, the physical infrastructure, and social fabric of Main Street and the downtown area. The Downtown Advisory Committee will advise the City Council and the Downtown Director on policies and practices dealing with the activities of the North Carolina Main Street program as they are implemented in the City.

Membership: The Downtown Advisory Committee consists of nine members including one (non-voting, ex-officio) Council liaison position. Of the remaining eight members, five will represent downtown stakeholders, i.e., property owners, business community members or residents, and three members will be "at-large" positions. The chair and vice-chair are chosen annually by the Committee.

Terms of appointment are two years and members may be reappointed. Members serve staggered terms.

The primary activity of the committee shall be to oversee and assist in implementation of the four pillars of the North Carolina Main Street Program. The Downtown Advisory Committee meets on the third Wednesday of each month at 9:00 a.m. at the Operations Center, 305 Williams Street, Hendersonville, NC. Terms expire June 30.

Title/Position	Name/Address	Phone	E-mail	Expires
Stakeholder	Janna Watson 1235 5th Ave. W. Hendersonville NC 28739	864/414-4617	jannawatson422@gmail.com	Jun-21
Stakeholder	Carole Sitzler 105 Kenwood Dr Hendersonville NC 28739	305/495-0312	carolesitz@aol.com	Jun-20
Stakeholder	Merit Wolff 416 N Main St Hendersonville, NC 28792	595-2236	winesageandgourmet@gmail.com	Jun-21
Member at large	Jared Bellmund 422 Comet Dr Hendersonville NC 28791	393-0757	jmbellmund@gmail.com	Jun-21
Stakeholder	Michele Sparks 124 4th Ave E Hendersonville NC 28792	693-4545	artmob@att.net	Jun-20
Member at large	Vacant [Friesen] Hendersonville NC	424-0787	kellyjonesfriesen@gmail.com	Jun-20
Stakeholder	Caroline Gunther 231 A N Main St. Hendersonville NC 28792	243-7557	caroline@wagpetboutique.com	Jun-20
Member at large	Walt Slagel 1250 Hyman Ave Hyman Ave Hendersonville NC 28792	290-4383	walt121814@gmail.com	Jun-21
Council Liaison	Lyndsey Simpson 160 Sixth Ave E Hendersonville NC 28792	(904) 540-3755	lsimpson@hvlnc.gov	

Board and Commission Members

And Vacant Positions

Henderson Tourism Development Authority

Meeting Times: 11:00 a.m. 4th Thursday

Positions: 9 Terms: 1 term

Contact Person: Deborah Smith

Meeting Place: Visitors Center

Length: 5 years

Contact Phone: 828-606-8719

Description:

1	Ms. Deborah Smith Chair 197 Farington Circle Fletcher NC 28732	Status: HC appointment Work Phone: 828-233-0074 Home Phone: 828-687-7308 FAX: 828-606-8719 cell Gender: Female E-mail: gm@cascadesmountainresort.com	Special Representation: Bus. Collecting Occupancy First Appointed: 06/05/2017 Current Appointment: 07/01/2017 Expiration: 06/30/2022 Number of Terms:
2	Mr. Mark Warwick PO Box 554 Flat Rock NC 28731	Status: HC appointment Work Phone: 692-1600 Home Phone: FAX: Gender: Male E-mail: mark@wtzq.com	Special Representation: Registered voter in HC First Appointed: 07/20/2016 Current Appointment: 07/20/2016 Expiration: 06/30/2021 Number of Terms:
3	Ms. Amber Dawn McCleerey 1205 Forest Hill Drive Hendersonville NC 28791	Status: HC appointment Work Phone: 828-251-7907 Home Phone: cell 828-674-0154 FAX: Gender: Female E-mail: amccleerey@gmail.com	Special Representation: Registered HC Voter/active in First Appointed: 06/05/2017 Current Appointment: 06/05/2017 Expiration: 06/30/2020 Number of Terms:
4	Mr. Michael Burnette 783 North Main Street Hendersonville NC 28792	Status: H'ville Appointee Work Phone: Home Phone: 919-776-4199 FAX: Gender: Male E-mail: mike@waverlyinn.com	Special Representation: Registered HC voter/active in tourism First Appointed: 07/06/2017 Current Appointment: 07/06/2017 Expiration: 06/30/2022 Number of Terms:
5	Mr. Brian D. Pahle 145 Fifth Avenue East, Room 223 Hendersonville NC 28792	Status: H'ville Appt. Work Phone: 828-233-3218 Home Phone: FAX: Gender: Male E-mail: bpahle@hvlnc.gov	Special Representation: Registered HC voter/active in tourism First Appointed: 06/30/2016 Current Appointment: 06/30/2016 Expiration: 06/30/2021 Number of Terms:
6	Ms. Sharon Carlyle 6 Ambrose Court Flat Rock NC 28731	Status: H'ville Appt. Work Phone: 828-551-1478 Home Phone: FAX: Gender: Female E-mail: sharoncarlyle@beverly-hanks.com	Special Representation: Registered HC voter First Appointed: 07/02/2015 Current Appointment: 07/02/2015 Expiration: 06/30/2020 Number of Terms:
7	Mr. Zach Horn 35 Oak Leaf Drive Fletcher NC 28732	Status: Fletcher Appt. Work Phone: 828-376-0159 Home Phone: 808-6512 FAX: Gender: Male E-mail: zach@blueghostbrewing.com	Special Representation: Registered HC voter First Appointed: 09/12/2017 Current Appointment: 09/12/2017 Expiration: 06/30/2022 Number of Terms:

Board and Commission Members

And Vacant Positions

Henderson Tourism Development Authority

Meeting Times: 11:00 a.m. 4th Thursday

Positions: 9 Terms: 1 term

Contact Person: Deborah Smith

Meeting Place: Visitors Center

Length: 5 years

Contact Phone: 828-606-8719

Description:

Mrs. Suzanne Marie Ball

8

231 Ashwood Road
Hendersonville NC 28791

Status: Flat Rock Appt.
Work Phone: 828-698-7000
Home Phone: 617-429-3128
FAX:
Gender: Female
E-mail: info@galleryflatrock.com

Special Representation: Registered HC voter

First Appointed: 10/17/2018

Current Appointment: 10/17/2018

Expiration: 06/30/2021

Number of Terms:

Mr. Biren K. Patel

9

34 Carrie Drive
Hendersonville NC 28792

Status: Chamber rec/boc appt
Work Phone: cell 828-215-8731
Home Phone: 828-685-2494
FAX:
Gender: Male
E-mail: bkpguru@yahoo.com

Special Representation: Chamber Recom
/Active in promotion

First Appointed: 09/05/2017

Current Appointment: 09/05/2017

Expiration: 06/30/2020

Number of Terms:



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 5/26/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 6/4/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 18

Closed Session to instruct the public body's staff concerning the position to be taken regarding the price and other material terms of proposed contract for the acquisition of real property and to consider the qualifications or conditions of employment of a prospective public employee provided under NCGS §143-318.11(a)(5)(6).

Budget Impact: \$ _____ Is this expenditure approved in the current fiscal year budget? N/A If no, describe how it will be funded.

Suggested Motion:

I move that the City Council enter closed session to instruct the public body's staff concerning the position to be taken regarding the price and other material terms of proposed contract for the acquisition of real property and to consider the qualifications or conditions of employment of a prospective public employee as provided under NCGS §143-318.11(a)(5)(6).

Attachments:

None