



CITY OF HENDERSONVILLE
CITY COUNCIL SECOND MONTHLY MEETING
Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792
Wednesday, July 24, 2024 – 4:00 PM

AGENDA

1. **CALL TO ORDER**
2. **CONSIDERATION OF AGENDA**
3. **PRESENTATIONS**
 - A. Recognition of Jay Heatherly – *Brian Pahle, Assistant City Manager*
 - B. FY25 Strategic Plan Update – *Brian Pahle, Assistant City Manager*
 - C. Presentation Regarding Customer Service Improvements and Payment Card Industry Data Security Standard (PCI DSS) compliance – *John Buchanan Finance Director*
 - D. Gen H Comprehensive Plan Revised Draft Presentation - *Matthew Manley, AICP / Long Range Planning Manager*
4. **NEW BUSINESS**
 - A. Approval of Final Change Order for the Northside Water System Improvement Project – *John Connet, City Manager*
5. **ADJOURN**

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



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Brian Pahle, Assistant City Manager **MEETING DATE:** July 24th, 2024

AGENDA SECTION: Presentations **DEPARTMENT:** Administration

TITLE OF ITEM: Recognition of Jay Heatherly – *Brian Pahle, Assistant City Manager*

SUGGESTED MOTION(S):

N/A

SUMMARY:

A presentation for Jay Heatherly completing the Certified Local Government Information Officer program at the UNC School of Government.

The program is the first local government specific program for CIOs in the nation and began in 2005. The program is designed for local government Chief Information Officers, Information Technology (IT) Directors, and other senior IT leaders within the public sector whose challenging responsibilities require a broad understanding of management, leadership, legal, regulatory, and enterprise topics. The course is approximately 240 hours in length and course instruction covers strategic technology planning, effective communication, emerging technology trends, risk assessment and management, acquisition management, change management, leadership, cybersecurity, and legal issues related to technology.

Jay Heatherly is one of the forty local government, state agency, community college, and K-12 education IT leaders in the state of North Carolina who successfully completed the course this year. Over the course of its existence, the CGCIO™/CeCTO™ program has graduated over 2000 public sector technology leaders across the nation.

BUDGET IMPACT: \$

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

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

ATTACHMENTS:

N/A



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Brian Pahle, Assistant City Manager **MEETING DATE:** July 24th, 2024

AGENDA SECTION: Presentations **DEPARTMENT:** Administration

TITLE OF ITEM: FY25 Strategic Plan Update – *Brian Pahle, Assistant City Manager*

SUGGESTED MOTION(S):

N/A

SUMMARY:

A presentation on the accomplishments from FY24 and an update for the FY25 Strategic Plan goals.

BUDGET IMPACT: \$

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

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

ATTACHMENTS:

N/A



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: John Connet, City Manager **MEETING DATE:** 7/24/2024
AGENDA SECTION: PRESENTATION **DEPARTMENT:** Administration
TITLE OF ITEM: Presentation Regarding Customer Service Improvements and Payment Card Industry Data Security Standard (PCI DSS) compliance – *John Buchanan*
Finance Director

SUGGESTED MOTION(S):

NA

SUMMARY:

Finance Director John Buchanan will provide an update regarding customer service improvements and PCI compliance.

BUDGET IMPACT: \$ NA

Is this expenditure approved in the current fiscal year budget? NA

If no, describe how it will be funded. NA

ATTACHMENTS:

None



CITY OF HENDERSONVILLE PLANNING BOARD AGENDA ITEM SUMMARY

SUBMITTER: Matthew Manley

MEETING DATE: July 24, 2024

AGENDA SECTION: Presentation

DEPARTMENT: Community
Development

TITLE OF ITEM: Gen H Comprehensive Plan Revised Draft Presentation - *Matthew Manley, AICP / Long Range Planning Manager*

SUGGESTED MOTION(S):

N/A

SUMMARY:

City Planning Staff will present the substantive revisions to the *Gen H 2045 Comprehensive Plan* based on the feedback received to date from elected officials, appointed boards, staff, and the public in anticipation of the final draft of the Plan being considered for adoption on August 1, 2024.

ATTACHMENTS:



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: John Connet, City Manager **MEETING DATE:** 7/24/2024
AGENDA SECTION: NEW BUSINESS **DEPARTMENT:** Administration
TITLE OF ITEM: Approval of Final Change Order for the Northside Water System Improvement Project – *John Connet, City Manager*

SUGGESTED MOTION(S):

I move that the City Council approve the final change order for the Northside Water System Improvement Project

SUMMARY:

City staff has been working with MB Kahn Construction to resolve a payment dispute associated with the Northside Water System Improvement Project. The dispute has been resolved and staff submits the following change order for approval by City Council. As part of the dispute resolution, staff agreed to request approval of the change order at the July 24th meeting.

BUDGET IMPACT: Contract amount decreased by \$152,939.08

Is this expenditure approved in the current fiscal year budget? TBD

If no, describe how it will be funded. TBD

ATTACHMENTS:

Change Order

Change Order No.

Date of Issuance: July 12, 2024	Effective Date: July 12, 2024
Owner: City of Hendersonville	Owner's Contract No.: H-SRP-D-17-0132
Contractor: M. B. Kahn Construction Co., Inc.	Contractor's Project No.: 1668
Engineer: McKim & Creed, Inc.	Engineer's Project No.: 06496-0005
Project: Northside Water System Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

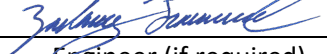
Description: Change in contract price and contract times per Mediated Settlement Agreement. Net decrease of contract price resulting from increase for Change Order Proposals 04, 09, 10, 11, and 12, deduct for Change Order Proposal 08, deduct of unused quantities for line items O-3 and O-4 per Pay App No. 20 (pay app line items 8000, 6035, and 6045), and deduct of unused Contingency Allowance. This represents the Final Adjusting Change Order.

Attachments:

1. M. B. Kahn Change Order Proposal 04
2. M. B. Kahn Change Order Proposal 09, Revision 2
3. M. B. Kahn Change Order Proposal 10
4. M. B. Kahn Change Order Proposal 11
5. M. B. Kahn Change Order Proposal 12
6. Work Change Directive No. 1 – Electromagnetic Flow Meter Vault, dated 9/14/2021
7. Work Change Directive No. 2 – Transmitter Building Demo Delete, dated 1/27/2022
8. McKim & Creed Letter Dated 2/25/2022 RE: Change Order Proposal No. 8 – Transmitter Building Demo Delete
9. Mediated Settlement Agreement Dated 7/10/2024
10. Change Order No. 1 – Final Adjusting Change Order Summary Table

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ 3,699,407.00	Original Contract Times: Substantial Completion: <u>April 27, 2021 (330 cDays)</u> Ready for Final Payment: <u>May 27, 2021 (360 cDays)</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ 3,699,407.00	Contract Times prior to this Change Order: Substantial Completion: <u>April 27, 2021 (330 cDays)</u> Ready for Final Payment: <u>May 27, 2021 (360 cDays)</u> days or dates
[Increase] [Decrease] of this Change Order: \$ 152,939.08	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>December 10, 2021</u> Ready for Final Payment: <u>April 11, 2022</u> days or dates
Contract Price incorporating this Change Order: \$ 3,546,467.92	Contract Times with all approved Change Orders: Substantial Completion: <u>December 10, 2021</u> Ready for Final Payment: <u>April 11, 2022</u> days or dates


RECOMMENDED:

By: 
Engineer (if required)
Title: Regional Manager
Date: July 11, 2024

ACCEPTED:

By: _____
Owner (Authorized Signature)
Title _____
Date _____

ACCEPTED:

By: 
Contractor (Authorized Signature)
Title Project Manager
Date July 15, 2024

Approved by Funding Agency (if
applicable)

By: _____ Date: _____
Title: _____

City of Hendersonville
Exhibit 1

Original Contract Amount		3,699,407.00
CO-1.A - COP 4, 8, 9, 10, 11, 12	54,560.92	
CO-1.B - Adjusting-Special Backfill	(5,000.00)	
CO-1.C - Adjusting-Exca/Stabil Below Subgrade	(2,500.00)	
CO-1.D - Adjusting-Contingency Allowance	<u>(200,000.00)</u>	
Total CO1		<u>(152,939.08)</u>
Final Contract Amount		<u>3,546,467.92</u>
Previous Paid		<u>3,386,467.92</u>
Amount Due		<u><u>160,000.00</u></u>