



# CITY OF HENDERSONVILLE CITY COUNCIL REGULAR MEETING

Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792  
Thursday, June 06, 2024 – 5:45 PM

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## AGENDA

1. **CALL TO ORDER**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **PUBLIC COMMENT** - *Up to 15 minutes is reserved for comments from the public not listed on the agenda.*
4. **CONSIDERATION OF AGENDA**
5. **CONSENT AGENDA** - *Items are considered routine, noncontroversial in nature and are considered approved by a single motion and vote.*
  - A. Adoption of City Council Minutes - *Jill Murray, City Clerk*  
*April 24, 2024 Second Monthly Meeting*  
*May 2, 2024 Regular Meeting*  
*May 3, 2024 FY25 Budget Meeting*  
*May 16, 2024 Affordable Housing Summit*  
*May 22, 2024 Second Monthly Meeting*
  - B. Downtown Advisory Board Rules of Procedure Updates - *Jamie Carpenter, Downtown Manager*
  - C. Acceptance of Grant Offer for Solids Management Improvements – *Adam Steurer, Utilities Director*
  - D. June 2024 Budget Amendments – *Adam Murr, Budget Manager*
  - E. June 2024 Capital Project Ordinances, Grant Project Ordinances, and Reimbursement Resolutions – *Jennifer Floyd, Budget and Management Analyst*
  - F. Agreement for Apple Country Transit Funding – *Daniel Heyman, Staff Attorney*
  - G. Lease of former Downtown Development Space, 125 5th Avenue West, to Friends of Downtown– *Jamie Carpenter, Downtown Manager*
  - H. Utility Extension Agreement for the Goode Preserve Subdivision – *Adela Gutierrez-Ramirez, Civil Engineer*

- [I.](#) Resolution to Accept Spence Drive and Marianne Drive (Ivy Crossing) into the City Street Maintenance System – *Tom Wooten, Director of Public Works*
- [J.](#) Resolution to Accept Grant Funds (#C2501) – *Matthew Manley, AICP - Strategic Projects Manager*

## **6. PRESENTATIONS**

- [A.](#) Proclamation-D-Day 80th Anniversary - *Barbara G. Volk, Mayor*
- [B.](#) Hendo Earth Fest Report - *Ann Twiggs, Vice Chair for the Environmental Sustainability Board*
- [C.](#) Veteran’s Healing Farm Presentation – *Alan Yeck, Executive Director*
- [D.](#) NCDOT S Main Roundabout Design Concept Presentation – *Brent Detwiler, PE, Public Services Director, Hunter Marks & Sarah Schafer, Watermark Landscape Architecture*

## **7. PUBLIC HEARINGS**

- [A.](#) Street Closure: Order to Close- Portion of Unnamed Street (The Housing Assistance Corporation) (C24-22-SCL) – *Tyler Morrow, Planner II*
- [B.](#) Budget Adoption FY25 – *John Connet, City Manager*

## **8. NEW BUSINESS**

- [A.](#) FY25 Special Appropriations – *Adam Murr, Budget Manager*

## **9. BOARDS/COMMISSIONS/COMMITTEE APPOINTMENTS**

- [A.](#) ABC Board Appointments – *John Connet, City Manager*
- [B.](#) Various Board & Committee Appointments - *Jill Murray, City Clerk*

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

- [A.](#) May 2024 Contingency and Adjustment Report – *John Connet, City Manager*

## **11. CITY COUNCIL COMMENTS**

## **12. ADJOURN**

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





MINUTES

April 24, 2024

SECOND MONTHLY MEETING OF THE CITY COUNCIL  
CITY OPERATIONS CENTER | 305 WILLIAMS ST. | 4:00 p.m.

Present: Mayor Barbara Volk, Mayor Pro Tem Lyndsey Simpson and Council Members: Jeff Miller and Jennifer Hensley

Absent: Council Member Debbie O’Neal-Roundtree

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

1. CALL TO ORDER

*Mayor Barbara Volk called the meeting to order at 4:00 p.m. and welcomed those in attendance. A quorum was established with all members in attendance.*

2. CONSIDERATION OF AGENDA

*Council Member Jennifer Hensley moved that City Council approve the agenda as presented. A unanimous vote of the Council followed. Motion carried.*

3. CONSENT AGENDA

*Council Member Lyndsey Simpson moved that City Council approve the consent agenda as presented. A unanimous vote of the Council followed. Motion carried.*

A. Henderson County Tax Adjustments – Amanda Lofton, Deputy Tax Collector

B. Resolution Declaring Property Surplus & Authorizing Sale – D. James Miller, Fire Chief

Resolution #R-24-18

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL DECLARING CERTAIN  
PROPERTY SURPLUS AND AUTHORIZING SALE

**WHEREAS,** the City Council of the City of Hendersonville desires to dispose of certain surplus property of the City; and

**WHEREAS,** the City wishes to dispose of certain surplus property by private sale to Town of Columbus Fire Department, Inc., for a total sum of \$350,000; and

**WHEREAS,** the City is authorized by N.C.G.S. § 160A-279 to sell personal property by private sale to a nonprofit entity carrying out a public purpose, provided the property continues to be used for a public purpose by the nonprofit entity; and

**WHEREAS,** Town of Columbus Fire Department, Inc., is a private nonprofit corporation organized for the public purpose of providing fire protection services;

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

1. The following described property is hereby declared to be surplus to the needs of the City:

- a. 2004 Cummins ISL 400 HP Typhoon Engine Apparatus- Vin # 4EN6AAA8841007747, City ID # (30-02); and
- b. 2004 Cummins ISM02 500 HP 95’ Platform Cyclone II Ladder/Tower Apparatus - Vin # 4ENGABA8541007893, City ID # (30-08) (a and b collectively the “Surplus Property”)

2. Sale of the Surplus Property for the prices stated below is approved. The City Manager is authorized to sign a Bill of Sale for the private sale of the Surplus Property to Town of Columbus Fire Department, Inc., for the sums stated below with a restriction that the property continue to be used for the public purpose of fire protection services:

- a. For the 2004 Cummins ISL 400 HP Typhoon Engine Apparatus: \$100,000.00; and
- b. For the 2004 Cummins ISM02 500 HP 95’ Platform Cyclone II Ladder/Tower Apparatus: \$250,000.00.

3. That the City Clerk shall cause notice to be published in accordance with G.S. 160A-267, and the sale of the Surplus Property shall not be consummated until 10 consecutive calendar days following the publication of the notice.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 24th day of April, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

C. Resolution Approving Interlocal Agreement to Merge the Hendersonville and Laurel Park ABC Systems as amended – *Chuck McGrady and Jeff Nance, Hendersonville ABC Board*

Resolution #R-24-19

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL APRPROVING  
AN INTERLOCAL AGREEMENT WITH THE TOWN OF LAUREL PARK  
FOR THE MERGER OF THE ABC SYSTEMS AS AMENDED**

**THAT WHEREAS**, the City Council for the City of Hendersonville is the appointing authority for the Hendersonville ABC Board, duly established by election, pursuant to the authority of chapter 954 of the 1955 North Carolina Session Laws; and

**WHEREAS**, the Town Council for the Town of Laurel Park is the appointing authority for the Laurel Park ABC Board, duly established by election, pursuant to the authority of chapter 163 of the 1981 North Carolina Session Laws; and

**WHEREAS**, the City of Hendersonville Board of Alcoholic Beverage Control currently operates an ABC system consisting of three stores and a warehouse, plus inventory and equipment, said stores being located at 205 Church Street, Hendersonville, NC (“Church Street Store”), 275 Thompson Street, Hendersonville, NC (“Thompson Street Store”), and 32 McMurray Road, Hendersonville, NC (“McMurray Road Store”), the warehouse being located at the Church Street store (“Hendersonville Warehouse”), the Hendersonville System being collectively hereinafter referred to as the “Hendersonville System”; and

**WHEREAS**, the Town of Laurel Park Alcoholic Beverage Control Board currently operates an ABC system consisting of one store plus inventory and equipment, said store being located at 1709 Brevard Highway, Laurel Park, NC (“Laurel Park Store”), the Laurel Park System being collectively hereinafter referred to as the “Laurel Park System”; and

**WHEREAS**, the stores operated by the Hendersonville ABC System and the Laurel Park ABC System are operated in the same general area, and are in close proximity to one another;

**WHEREAS**, the Hendersonville City Council and the Laurel Park Town Council wish to merge the ABC systems, currently operated independently by the City of Hendersonville Board of Alcoholic Beverage Control and the Town of Laurel Park Alcoholic Beverage Control Board pursuant to the authority of N.C.G.S. § 18B-703 and N.C.G.S. Chapter 160A Article 20, Part 1; and

**WHEREAS**, a draft of the “Interlocal Agreement to Provide for the Merger of ABC Systems” was approved by City Council to effectuate the merger of the ABC System, but amendments have been negotiated;

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

1. Pursuant to the authority of N.C.G.S. § 18B-703 and N.C.G.S. Chapter 160A Article 20, Part 1, the Interlocal Agreement to Provide for the Merger of ABC Systems (the “Agreement”) is approved as amended and as presented.
2. The Mayor is authorized to execute the Agreement with such changes as she deems appropriate in consultation with the City Attorney, provided that any changes to the Agreement regarding the calculation or distribution of profits from the merged system (paragraph 12), or the location of ABC stores (paragraph 13) shall require ratification of City Council.
3. The City Manager, City Attorney, and City Staff are authorized to take such other actions as may be necessary to carry out the terms and provisions of the Agreement as signed by the Mayor.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 24<sup>th</sup> day of April, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

D. Acceptance of Resignation from City Council Member Debbie O’Neal-Roundtree – *John Connet, City Manager*

April 17, 2024  
Hendersonville City Council  
Attention:  
Mayor of Hendersonville, Barber Volk  
160 Sixth Avenue East  
Hendersonville, NC 28792

Re: LETTER OF RESIGNATION

Dear Madam:

Please accept this as formal notice of my resignation from the position of Hendersonville City Council effective two (2) weeks from today, making my last day of employment 1 May, 2024.

After careful consideration I have decided it is no longer possible for me to properly serve the needs of those who elected me.  
Respectfully,  
Debbie Roundtree

RESOLUTION OF RESPECT FOR COUNCIL MEMBER DEBBIE O’NEAL ROUNDTREE

Debbie O’Neal-Roundtree gave her resignation to the City Manager and City Council on April 17, 2024. The Mayor and City Council prepared a resolution for her and the Mayor read the resolution aloud.

Resolution of Respect and Appreciation Honoring Debbie O’Neal-Roundtree

**WHEREAS**, on this twenty-fourth day of April, 2024, after serving the past 2 years, 4 months as a City of Hendersonville Council Member, Debbie O’Neal-Roundtree departs leaving behind her a legacy of public service. We, the Governing Body, employees, and residents of Hendersonville wish to acknowledge publicly the contributions made by Debbie O’Neal-Roundtree; and

**WHEREAS**, Debbie O’Neal-Roundtree served the City of Hendersonville as Council Member from December, 2021 to April, 2024; and

**WHEREAS**, during her tenure on the City of Hendersonville City Council she was instrumental in:

- As Council Member, she was the liaison to the Tree Board for four years and advocated for additional greenspace and tree canopy and further advocated for the Neighborwoods Program, tree canopy study and tree ordinance development.
- Celebrating the City of Hendersonville’s 175<sup>th</sup> Anniversary and the 100<sup>th</sup> Anniversary of the Hendersonville water system.
- Supporting the development of a Diversity, Equity and Inclusion Strategic Plan and offering a series of community connection workshops to build relationships with a diverse group of stakeholders.
- Unveiling of a 253-space parking deck and updated parking management structure to support the growing downtown and high demand for convenient and accessible parking.
- Investing in City of Hendersonville employees by supporting the implementation of a pay and classification study and renovations to City Hall and City Operations buildings.
- The construction and reimagination of the Laura E. Corn minigolf at Edwards Park, reactivating a long vacant park and parcel.
- Entered into a contract for the construction of the French Broad River Intake and Pump Station Project.
- Supporting entering into a partnership agreement with Hand’s On! Children’s Museum.
- Beyond her service on City Council, Debbie Roundtree championed Back to School Fest in Sullivan Park to provide school supplies and resources to students as well as housing resource workshops and other events to support the community.
- Implementing a water/sewer rate structure and utility extension policies to provide more equitable funding of future utility projects.

**WHEREAS**, during her tenure on the City Council, Debbie O’Neal-Roundtree has remained a devoted proponent of park, greenway, and trail development in Hendersonville, supported quality of life enhancements for the lives of community members as well as City of Hendersonville employees, and championed operating a top-notch water and sewer utility for approximately 80,000 customers across Hendersonville and Henderson County.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Hendersonville, on behalf of the employees of the City of Hendersonville and residents and customers served by the local government and utility system, that the Mayor and City Council extend to Debbie O’Neal-Roundtree their sincere appreciation for all of her loyal and dedicated service to the betterment of the City of Hendersonville for the past 2 years, 4 months.

**ADOPTED** this 24<sup>th</sup> day of April, 2024.

4. PRESENTATIONS

**A. Parks and Recreation Master Plan Update – Mark Stierwalt, Public Works Superintendent**

Mark Stierwalt introduced Brenna Laffey who was there in person and Kurt Culbertson who attended via Zoom. They gave the following PowerPoint presentation.



**City of Hendersonville  
Parks and Greenspace Master Plan**

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April 2024 Update

**AGENDA**

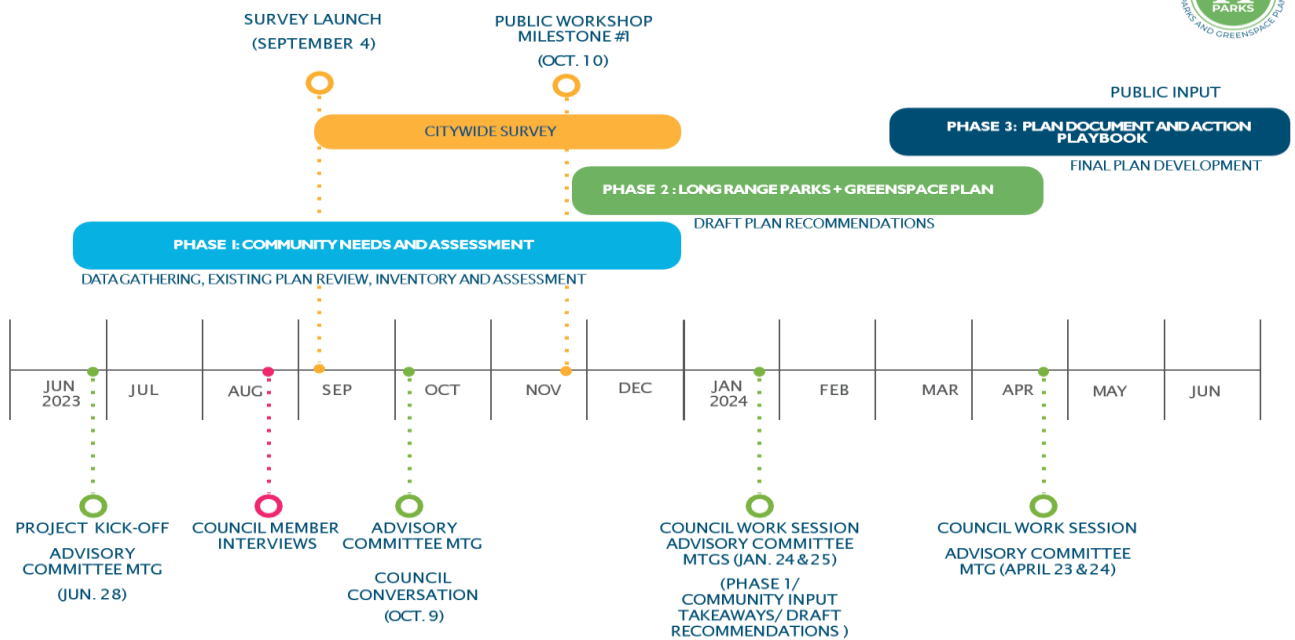
- **Where we are in the process**
- **Level of service considerations**
- **Project types and prioritization**
- **Funding and implementation**
- **Next Steps and discussion**

**MEETING OBJECTIVES**

- **Understand level of service considerations and approach**
- **Agreement on alignment with Future Land Use Map**
- **Agreement on the logic for prioritizing projects**
- **Understand order of magnitude for funding needed to implement the plan**
- **Understand staffing needs to implement and maintain the plan**

**WHERE WE ARE IN THE  
PROCESS**

PROJECT SCHEDULE



LEVEL OF SERVICE CONSIDERATIONS

LEVEL OF SERVICE

**LEVEL OF SERVICE (LOS) METRICS ARE MEASURABLE GOALS THAT ALLOW US TO TRACK PROGRESS TOWARD REALIZING THE SYSTEM VISION AND PRIORITIES.**

The metrics help to establish baselines, identify needs and gaps, and define park and greenway goals — from the full system down to specific recreation or facility types. LOS metrics can be used to measure access, distribution, facility quality, maintenance services, connectivity and investment. They can help the City and its partners to stay on track, focusing efforts on meeting the highest community needs and priorities.

WHAT WE OFFER?  
EXISTING LEVEL OF SERVICE

LEVEL OF SERVICE =

PARK OFFERING

PORTION OF POPULATION

PER 1,000 RESIDENTS OR PER CAPITA

LEVEL OF SERVICE - FACILITIES

**NEW FACILITIES**  
How many **new facilities** are recommended by 2050 to meet current needs and anticipated population growth?

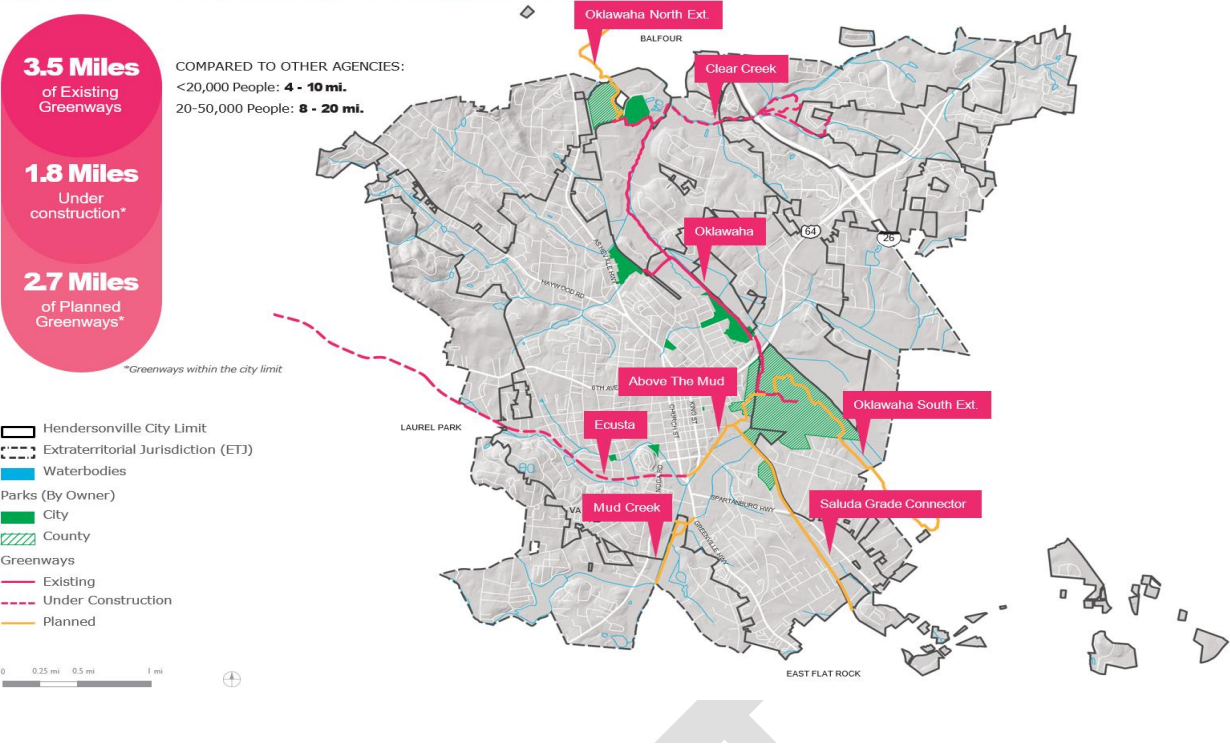
TYPES OF FACILITIES	NO. OF NEW FACILITIES (ASSUMES POPULATION 20,000 BY 2050)	RECOMMENDED LEVEL OF SERVICE 2050 (RESIDENTS PER FACILITY)	RELATIVE TO CURRENT LOS	RELATIVE TO PEER-CITY METRICS
Basketball Court	1	3,500	=	>
Community Garden	1	8,000	+	=
Diamond Field	Needs Met	3,000	-	=
Disc Golf*	1	15,000	+	=
Dog Park	1	7,500	=	>
Multi-use Field	3	4,000	+	=
Pickleball Court	Needs Met	3,000	=	=
Playground	4	2,000	+	=
Recreation Centers	1	10,000	+	=
Senior Centers	1	14,000	+	*
Skate Park	Needs Met	20,000	=	*
Swimming Pool	1	10,000	+	*
Tennis Court	Needs Met	3,000	-	=
Community Centers	1	20,000	+	<

\* Note, peer-city metrics are based on National Recreation and Park Association (NRPA) data for cities with a population less than 20,000 where available. Senior centers, skate parks, swimming pools, and recreation centers are not typical (less than 50% of agencies) for a city the size of Hendersonville to offer these amenities. Disc golf metrics are not available through NRPA data. Instead Trust for Public Land (TPL) and data from comparable cities was used.





LEVEL OF SERVICE - GREENWAY ACCESS

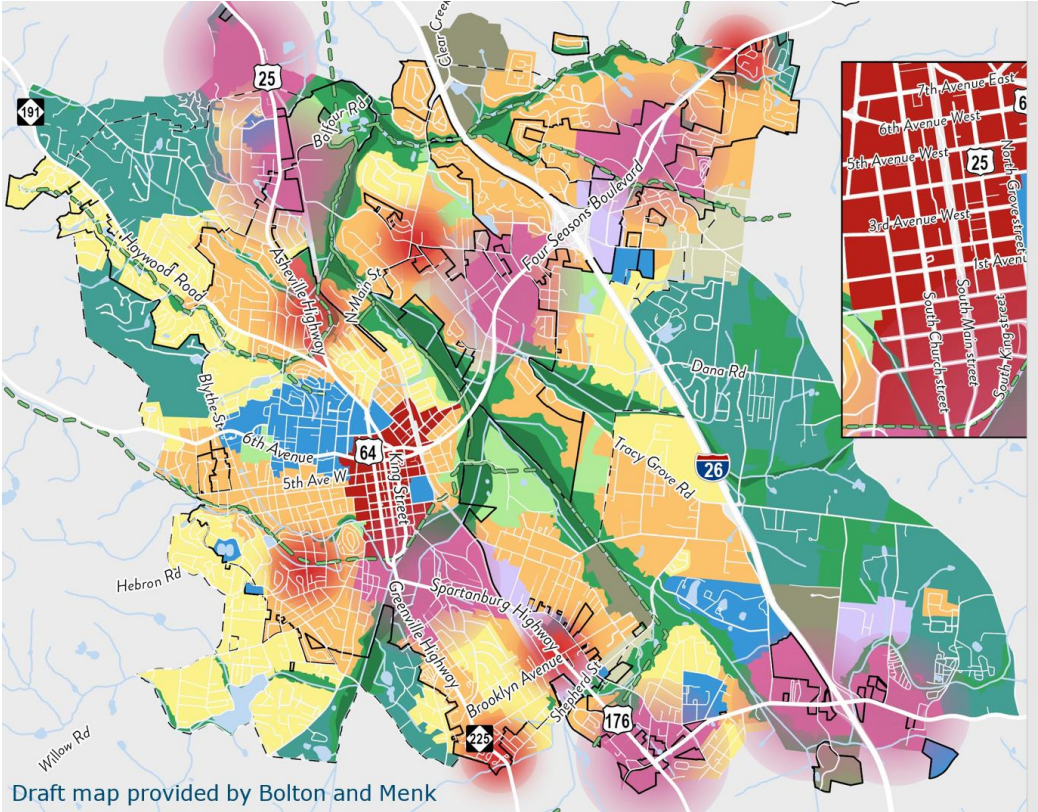




FLUM

FUTURE DEVELOPMENT

Aligning park delivery with growth patterns.



PROPOSED PARK CLASSIFICATIONS IN HENDERSONVILLE

COMMUNITY PARKS

Typical Size: 10+ Acres  
Typical Service Area: 2-mile radius (15-min. bike ride, 5-min. drive)

Community parks serve the daily recreational needs of residents from various neighborhoods. They are hubs for community activities and gatherings, offering diverse facilities for both active and passive recreation. These parks should be spacious enough to accommodate multiple of facilities.



NEIGHBORHOOD PARKS

Typical Size: 1-10 Acres  
Typical Service Area: 1/2-mile radius (10-min. walk)

Neighborhood parks serve the day-to-day social and recreational needs of their immediate communities. These parks might include playgrounds, outdoor fitness equipment, community gardens, walking loops, and restrooms, depending on community needs and desires.



POCKET PARKS

Typical Size: <1 Acre  
Typical Service Area: Varies

Pocket parks are relatively small and have amenities that serve the neighborhood's specific needs. Their amenities vary depending on their context and intended use, but often serve as spaces for relaxing and socializing, lunch breaks, and small play areas for children.



SIGNATURE PARKS

Typical Size and Service Area: Varies

Signature parks attract users from across the city and region because of their exceptional character or special facilities. Signature parks might include waterfront parks, skate parks, dog parks, community gardens, cemeteries and conservation lands.



ALIGNING WITH FUTURE LAND USE PLANNING

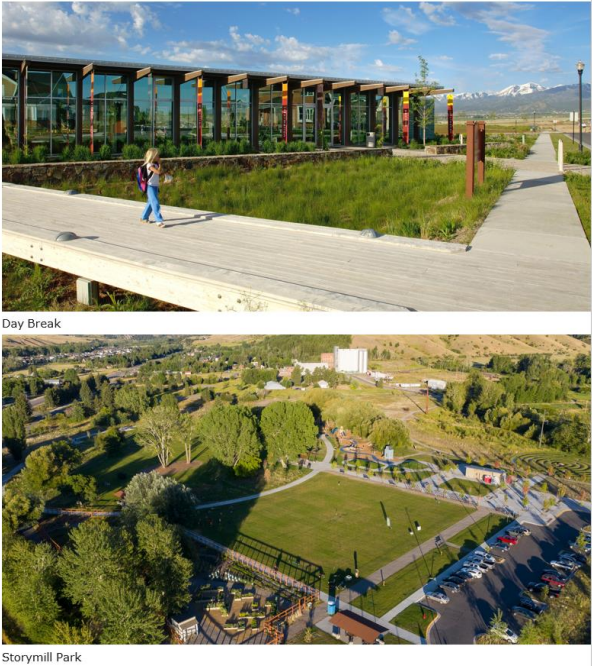
**Rural Residential Living (RR)**

» **FLU Character area description:** Rural Residential Living areas are characterized by low-density residential development. They are comprised of single-family detached homes on a lot size of one acre or greater. Conservation design, which includes more open space in exchange for smaller minimum lot sizes, may be a preferred approach to residential development, especially if higher gross densities can be achieved. Golf course communities are also found in these character areas.

**PARK/GREENSPACE CLASSIFICATION AND RECOMMENDATIONS:**

**Park delivery:** Public funds focus should be on larger community and regional-scale parks (typically 20 acres or larger), with their ability to serve a larger service area. Focus on joint-use with County and school sites, or along trails when using public funds for purchase and development. Local parks that serve specific neighborhood needs may be privately built and operated.

**Level of service:** 5-minute drive from a public park and 15-minute walk from a greenway or trail connector.





ALIGNING WITH FUTURE LAND USE PLANNING

Family/Neighborhood Living (FNL)

» **FLU Character area description:** Family/Neighborhood Living areas are characterized by moderate-density residential development. They are comprised of single-family detached homes on lots averaging 1/4 acre in size. Improved open spaces in the form of pocket and neighborhood parks are interspersed, and greenway trails within are located to connect such parks as well as provide links to trails and walkways in neighboring development. Conservation design, which includes more open space in exchange for smaller minimum lot sizes, may be a preferred approach to residential development, especially if higher gross densities can be achieved. Golf course communities are also found in these character areas.

**PARK/GREENSPACE CLASSIFICATION AND RECOMMENDATIONS:**

**Park delivery:** Public funds focus should be on larger community and regional-scale parks or neighborhood parks that serve the day-to-day social and recreational needs of their immediate communities. Park size is typically 10 acres or larger.

**Level of service:** 10-minute walk from a public park or greenway or trail connector.



Story Mill Community Park



Story Mill Community Park

ALIGNING WITH FUTURE LAND USE PLANNING

Multi-Generational Living (MGL)

» **FLU Character area description:** Multi-Generational Living areas are characterized by mixed residential development. They are comprised of a variety of homes, mixing detached and attached (e.g., townhomes and duplexes) units with a lesser amount of multi-family units. The combination of housing types are intended to create intergenerational neighborhoods (mix of age groups/life stages).

**PARK/GREENSPACE CLASSIFICATION AND RECOMMENDATIONS:**

**Park delivery:** Neighborhood parks that serve the day-to-day social and recreational needs of their immediate communities should be prioritized. These parks typically would include features such as playgrounds, community gardens, picnic shelters, fields, walking loops and restrooms depending on community needs and desires. May also include outdoor fitness equipment or signature amenity such as pump track, nature play, adventure play, dog park. Park size is typically 3-10 acres.

**Level of service:** 10-minute walk from a public park and greenway or trail connector.



Day Break



Storymill Community Park

ALIGNING WITH FUTURE LAND USE PLANNING

Downtown (DT)

» **FLU Character area description:** Downtown is the heart of the community and center of civic activities. In addition to governmental uses, it includes a mix of retail, restaurant, service, office, and civic uses. A variety of residential housing types complement the nonresidential uses and ensure a vibrant center with a 24/7 population. Open space is integrated in the form of plazas, formal greens, trail connections, and signature parks

**PARK/GREENSPACE CLASSIFICATION AND RECOMMENDATIONS:**

**Park delivery:** Pocket parks or urban plazas with shared public and flexible open spaces in a walkable activated environment. May include a Signature Park - a unique destination park or an opportunity for public-private partnership. Special amenities may include play area, large splash pad, unique or signature amenity to attract regional visitors, special event site/amphitheater. Provide urban greenway trail connections.

**Level of service:** 10-minute walk to a public park and greenway connector.



Houston Midtown Park



Lewisville Old Town Plaza



ALIGNING WITH FUTURE LAND USE PLANNING

Commercial (MX-C)

- » **FLU Character area description:** Mixed Use Commercial areas are intended to be centers of activity that include a mix of retail, restaurant, service, office, and civic uses in addition to a variety of residential housing types. The mix of uses can be horizontal as well as vertical where a change in use can occur between floors of the same building.

PARK/GREENSPACE CLASSIFICATION AND RECOMMENDATIONS:

**Park delivery:** May include pocket parks or urban plazas with shared public and flexible open spaces in a walkable activated environment. May include other amenities such as dog park, courts, small play areas, small scale special event amenities. May also include a Signature Park - a unique destination park or an opportunity for public-private partnership. Provide greenway trail connections and looped trails.

**Level of service:** 10-minute walk to a park and greenway or trail connector.



Harveston Center



Park Row

ALIGNING WITH FUTURE LAND USE PLANNING

Neighborhood Center (NC)

- » **FLU Character area description:** Small centers (typically up to 100,000 sf of nonresidential space) with local-serving uses may be located within walking distance of and complement surrounding residential uses. Typical uses include grocery and drug stores, coffee shops, dry cleaners, branch banks, and restaurants.

PARK/GREENSPACE CLASSIFICATION AND RECOMMENDATIONS:

**Park delivery:** May include neighborhood parks, pocket parks, or urban plazas with shared public and flexible open spaces in a walkable activated environment. May include other amenities such as dog park, play areas, small scale special event amenities. Opportunity for public-private partnership for delivery and operations.

**Level of service:** 10-minute walk from a park and greenway or trail connector.



Mellody Farm Shopping Center



ALIGNING WITH FUTURE LAND USE PLANNING

Institutional (INST)

- » **FLU Character area description:** Typically devoted to education (e.g., college campuses) and healthcare (e.g., hospitals, medical centers), institutional campuses may include supporting restaurants, retail and office space, and multi-family residential units. They are organized around a system of green spaces linked by a highly connected network of pedestrian paths. Parking is clustered and vehicular access is minimized.

Mixed Use - Employment (MX-E)

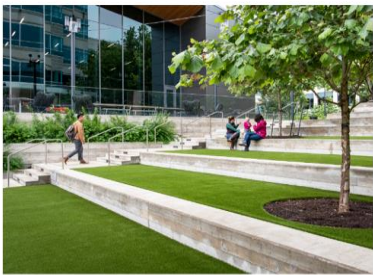
- » **FLU Character area description:** Employment centers contain a mix of uses including office, light industrial, and institutional. These areas offer traditional workspace and can be supplemented by unconventional, collaborative workspace where innovation and education can be fostered. Incorporating some retail, recreational, and residential uses to create a live, work, and play environment is supported.

Innovation (INV)

- » **FLU Character area description:** Innovation areas generally accommodate light manufacturing, maker spaces, creative office space, and supporting warehousing. Some commercial uses are integrated to serve the daytime population and those living nearby. They can be linked to adjacent development with adherence to compatibility standards.



Daybreak



Charles Schwab Campus

PARK/GREENSPACE CLASSIFICATION AND RECOMMENDATIONS:

**Park delivery:** Public-private or insitutional partnership opportunity for delivery and operations. Pocket park, Urban Plaza or Neighborhood Park, may include amenities such as splash pad or interactive water feature, small playground, outdoor dining and flexible open space depending on context. Provide greenway trail connections.



# PROJECT TYPES AND PRIORITIZATION

## PROJECT TYPES

- Park Improvement Projects
- New Neighborhood Parks
- New Community Parks
- New Signature Parks
- Special Use Facilities
- Greenspace
- Greenway Corridors

### PRIORITIZATION CRITERIA

**QUALITY**

The project improves the quality and utility of an **existing park in poor condition.**

+

**LEVEL OF SERVICE**

The project accomplishes a **LOS goal for number of facilities** established based on public input and national and peer-city comparisons.

+

**ACCESS**

The project helps to fill the park **walkshed gap.**

+

**GREENWAYS**

The project adds to or **completes the** greenway system.

**EQUITY**

The project serves the areas of the City Identified as **Equity Investment Zones** based on the Social Vulnerability Index.

+

**NATURE**

The project supports the **protection, preservation or restoration** of natural features, wildlife corridors, and sensitive environments.

+

**FUTURE DEVELOPMENT**

The project anticipates **future growth** areas and the need for protected parkland and open space needs.

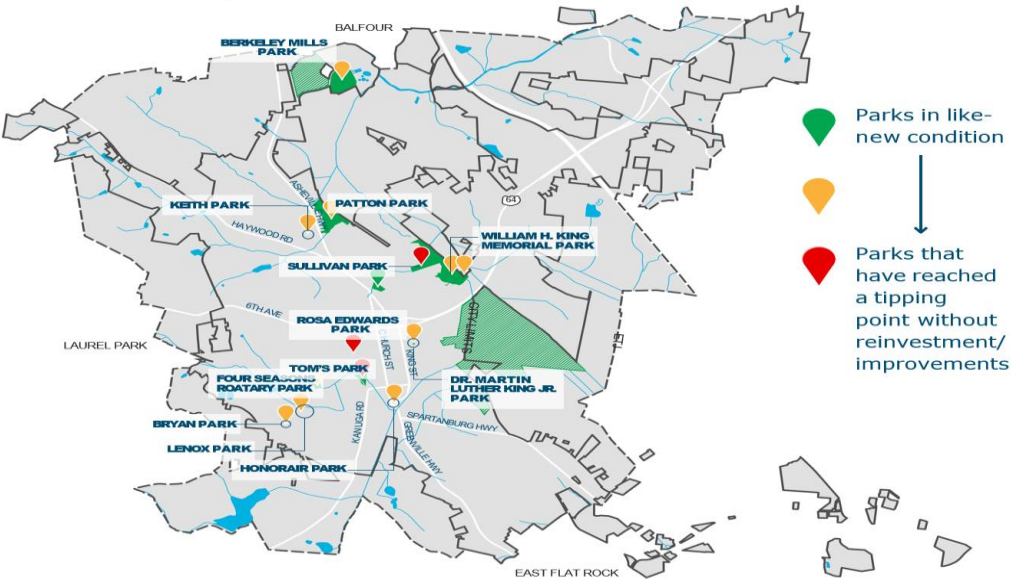
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**PRIORITY PROJECTS HAVE THE MOST OVERLAP OF CRITERIA**

### PRIORITIZATION CRITERIA

**QUALITY**

The project improves the quality and utility of an **existing park in poor condition.**



PRIORITIZATION CRITERIA

LEVEL OF SERVICE

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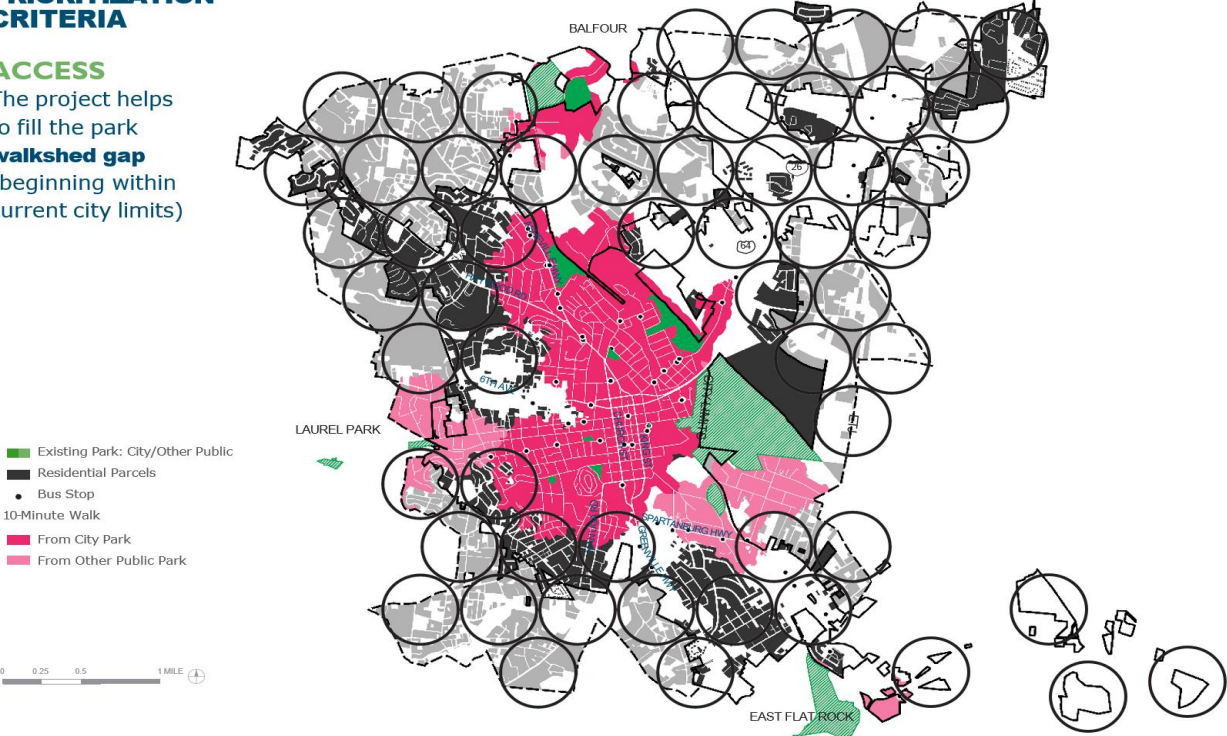
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Playground	4	2,000	+	=
Recreation Centers	1	10,000	+	=
Senior Centers	1	14,000	+	*
Skate Park	Needs Met	20,000	=	*
Swimming Pool	1	10,000	+	*
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PRIORITIZATION CRITERIA

ACCESS

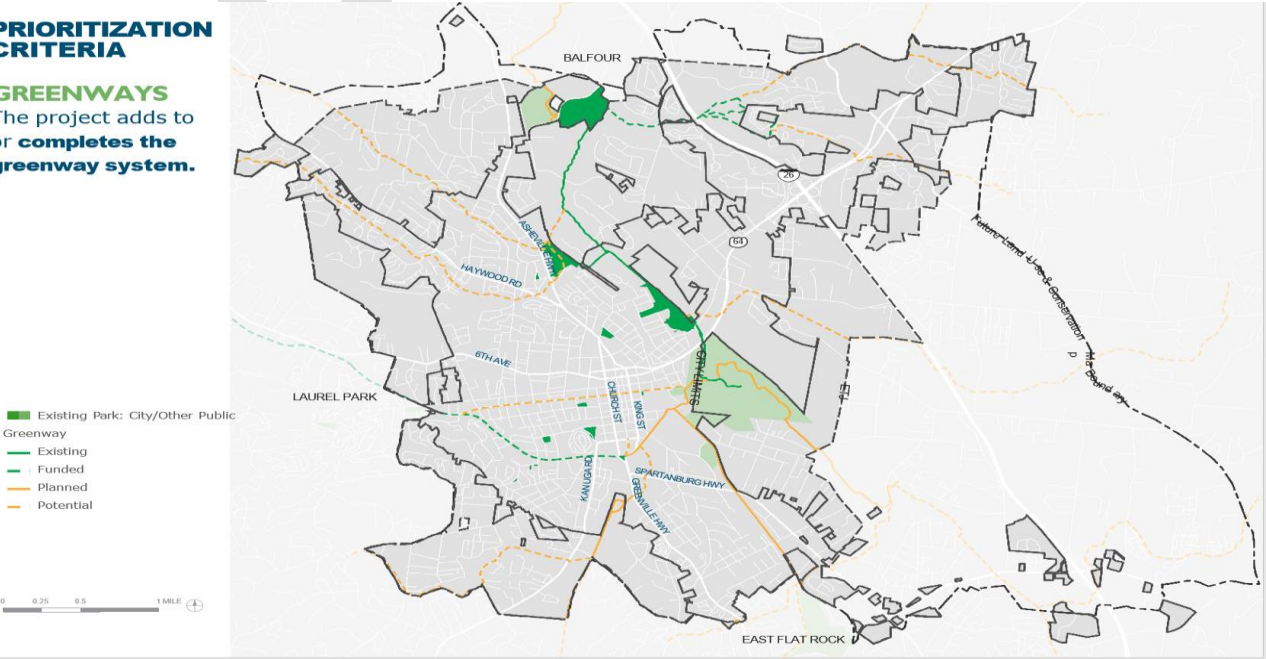
The project helps to fill the park **walkshed gap** (beginning within current city limits)



PRIORITIZATION CRITERIA

GREENWAYS

The project adds to or **completes the greenway system**.



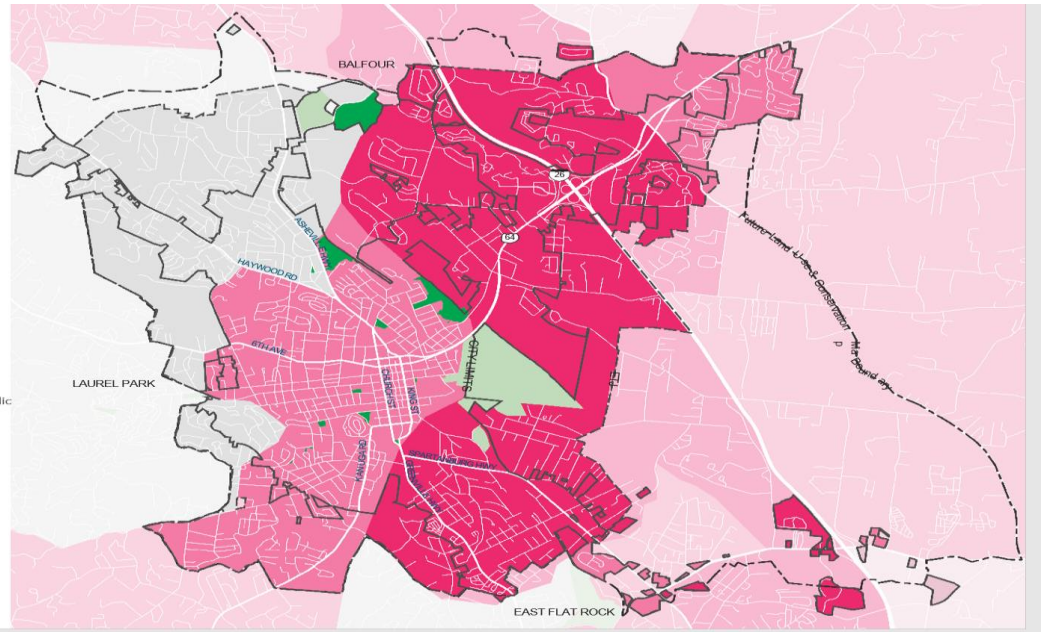


**PRIORITIZATION CRITERIA**

**EQUITY**

The project serves the areas of the City Identified as **Equity Investment Zones** based on the Social Vulnerability Index.

- Existing Park: City/Other Public
- Social Vulnerability Index (SVI)
- 1
- 0.5 - 0.75
- 0.25 - 0.75
- <0.25

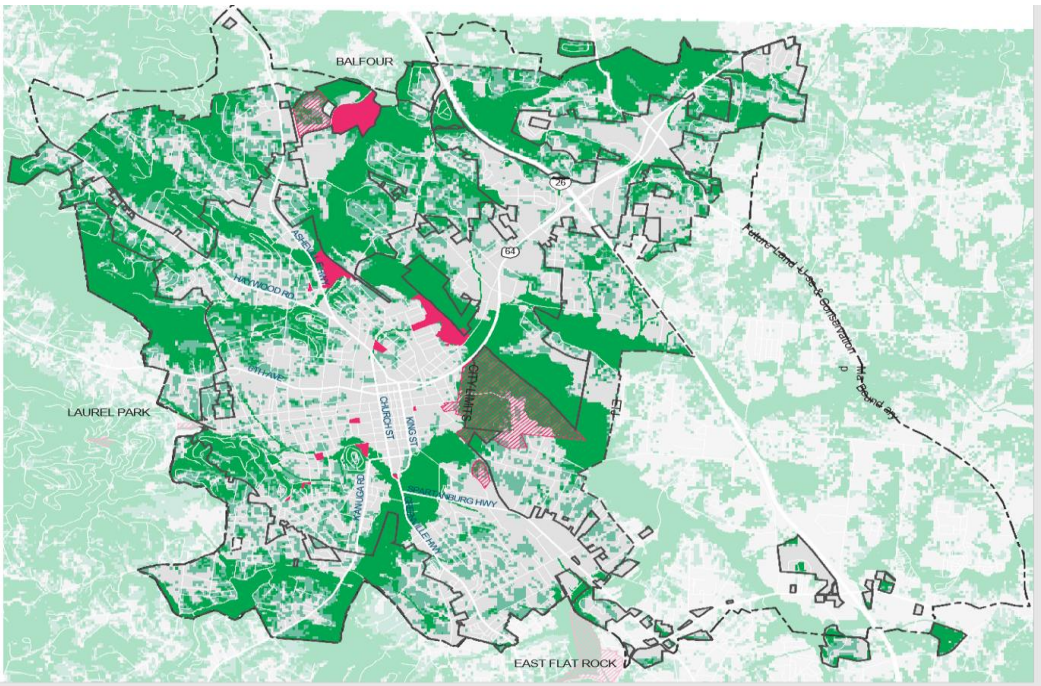


**PRIORITIZATION CRITERIA**

**NATURE**

The project supports the **protection, preservation or restoration** of natural features, wildlife corridors, and sensitive environments.

- Existing Park: City/Other Public
- Environmental Protection Suitability
- High
- Medium
- Low



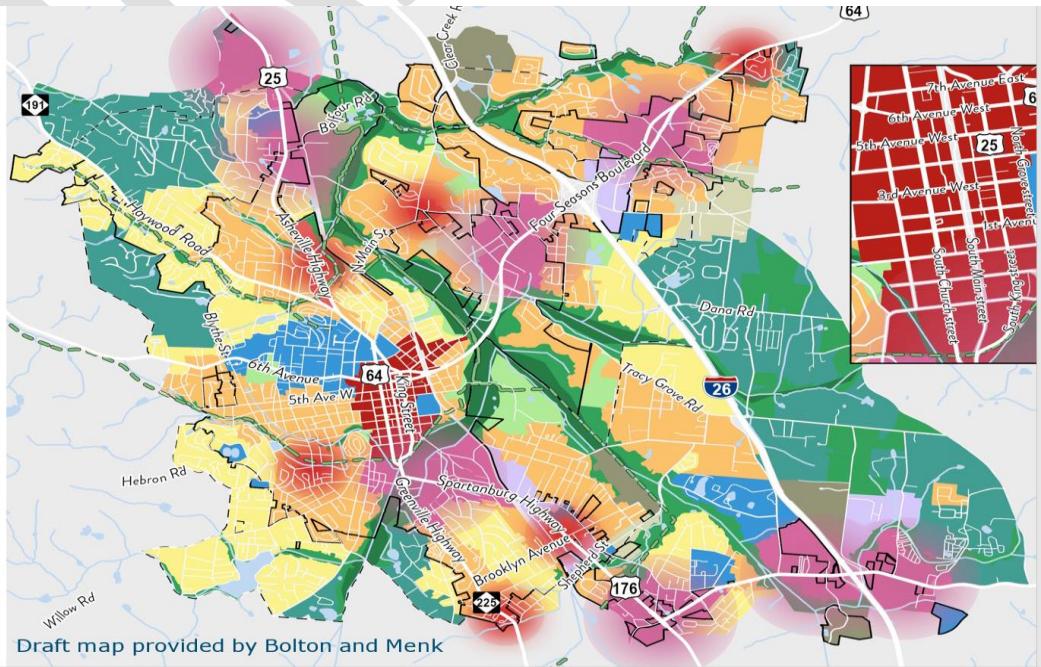
**PRIORITIZATION CRITERIA**

**FUTURE DEVELOPMENT**

The project anticipates **future growth** areas and the need for protected parkland and open space needs.

COMP PLAN: Future Land Use & Conservation Map (DRAFT)

- Open Space - Conservation 1 (Regulated)
- Open Space - Conservation 2 (Natural)
- Open Space - Recreation
- Rural Residential
- Family/Neighborhood Living
- Multi-Generational Living
- Downtown
- Mixed Use - Commercial
- Neighborhood Center
- Mixed Use - Employment
- Institutional
- Innovation
- Production
- Small Activity Center
- Large Activity Center
- Existing Greenways and Trails
- Proposed Greenways and Trails
- Hendersonville City Limits
- Hendersonville ETJ

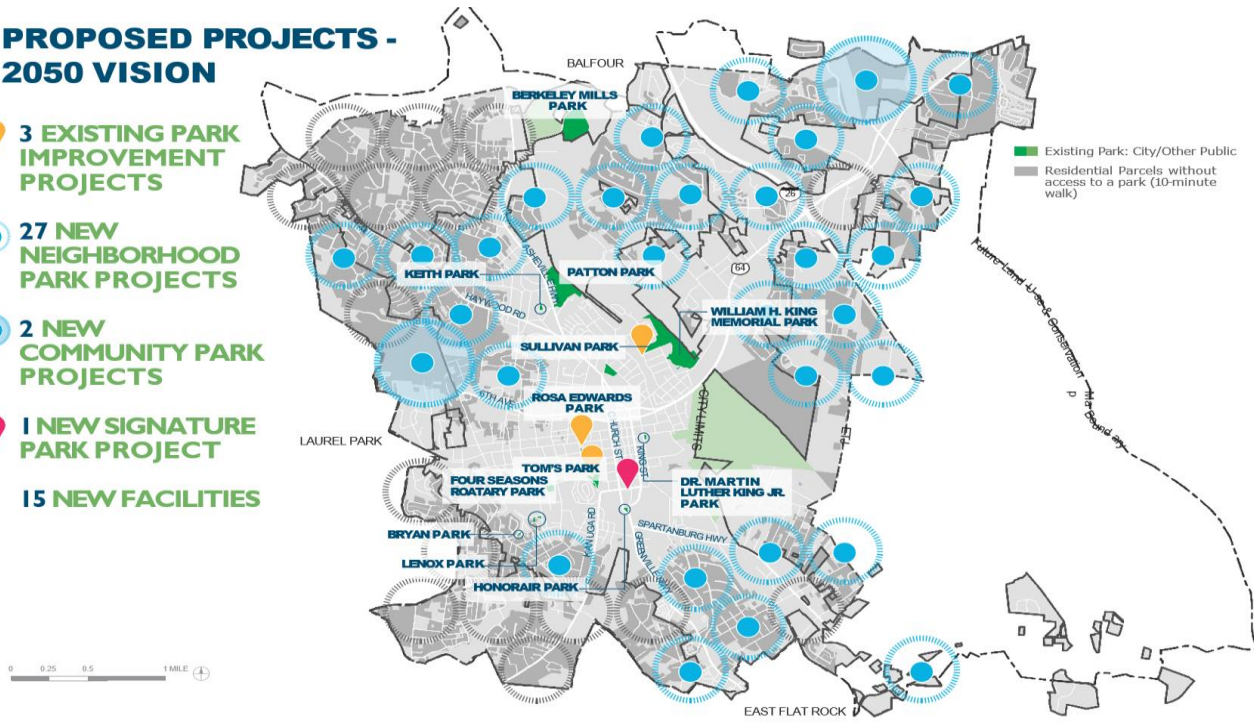


Draft map provided by Bolton and Menk



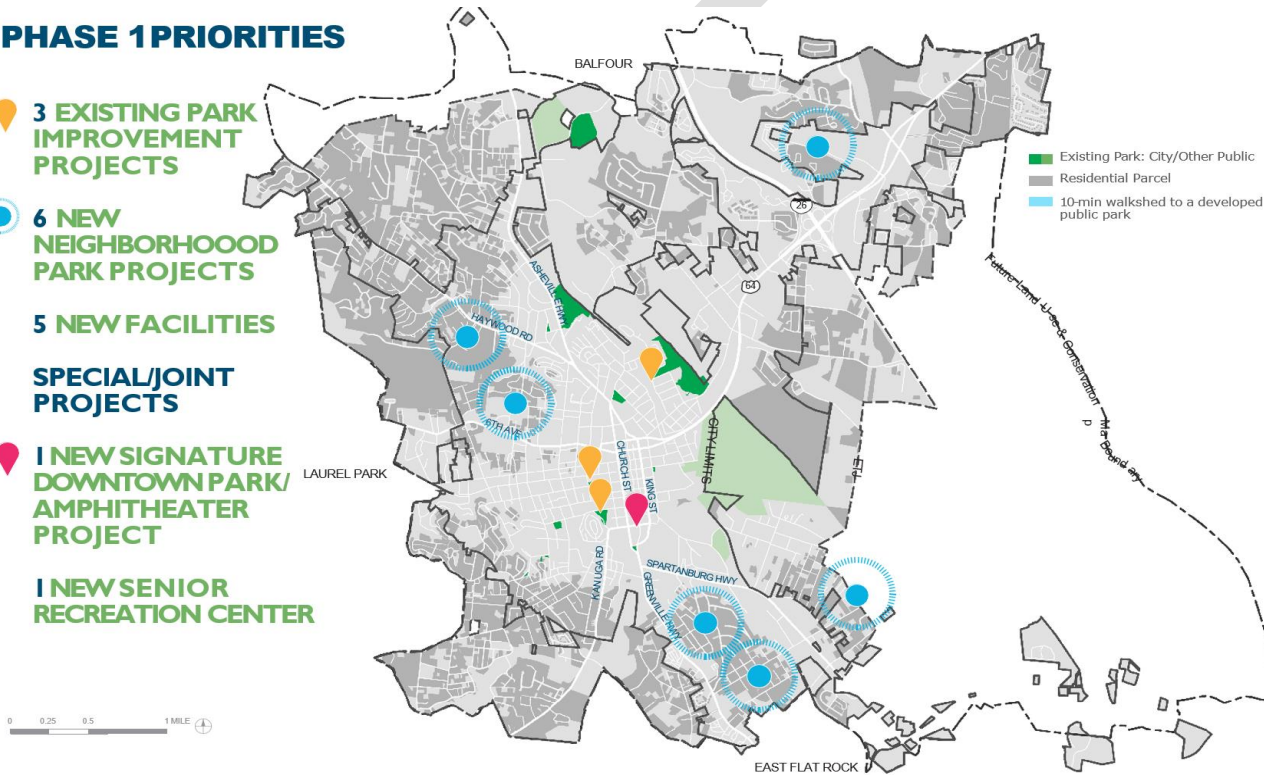
PROPOSED PROJECTS - 2050 VISION

- 3 EXISTING PARK IMPROVEMENT PROJECTS
- 27 NEW NEIGHBORHOOD PARK PROJECTS
- 2 NEW COMMUNITY PARK PROJECTS
- 1 NEW SIGNATURE PARK PROJECT
- 15 NEW FACILITIES



PHASE 1 PRIORITIES

- 3 EXISTING PARK IMPROVEMENT PROJECTS
- 6 NEW NEIGHBORHOOD PARK PROJECTS
- 5 NEW FACILITIES
- SPECIAL/JOINT PROJECTS
- 1 NEW SIGNATURE DOWNTOWN PARK/ AMPHITHEATER PROJECT
- 1 NEW SENIOR RECREATION CENTER

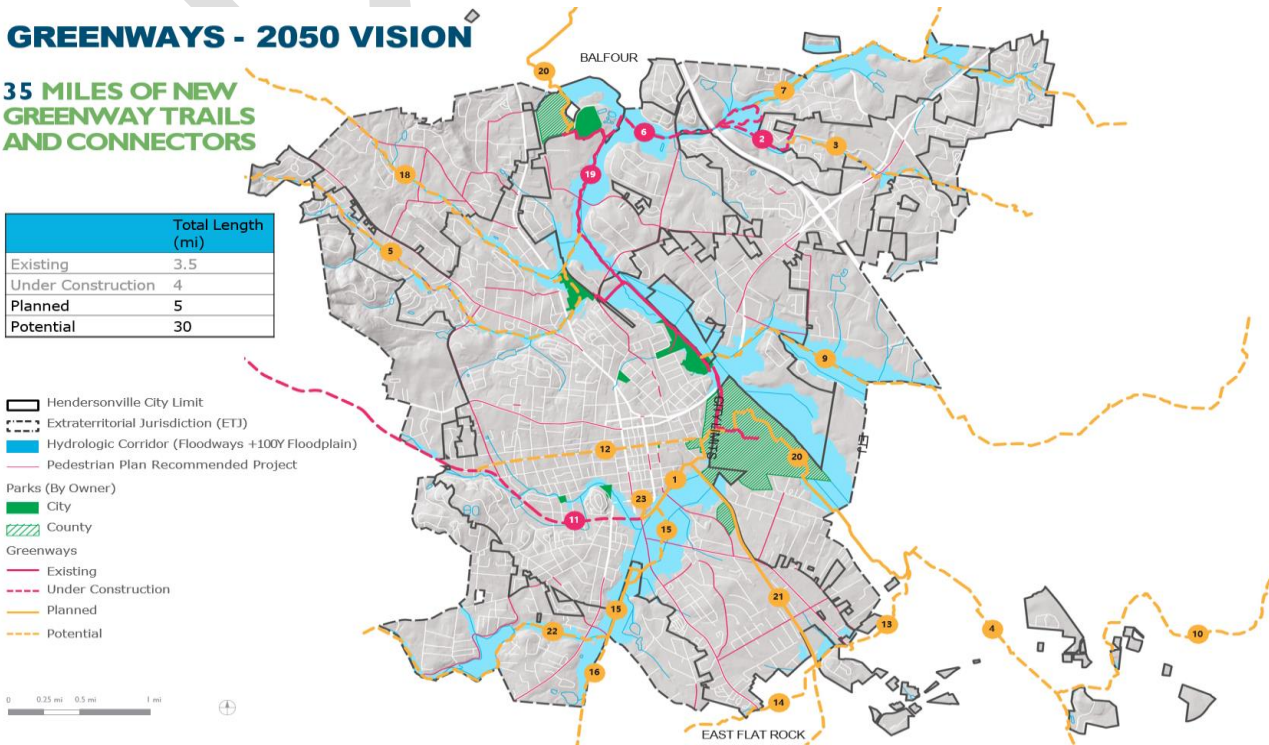


GREENWAYS - 2050 VISION

35 MILES OF NEW GREENWAY TRAILS AND CONNECTORS

	Total Length (mi)
Existing	3.5
Under Construction	4
Planned	5
Potential	30

- Hendersonville City Limit
- Extraterritorial Jurisdiction (ETJ)
- Hydrologic Corridor (Floodways +100Y Floodplain)
- Pedestrian Plan Recommended Project
- Parks (By Owner)
  - City
  - County
- Greenways
  - Existing
  - Under Construction
  - Planned
  - Potential



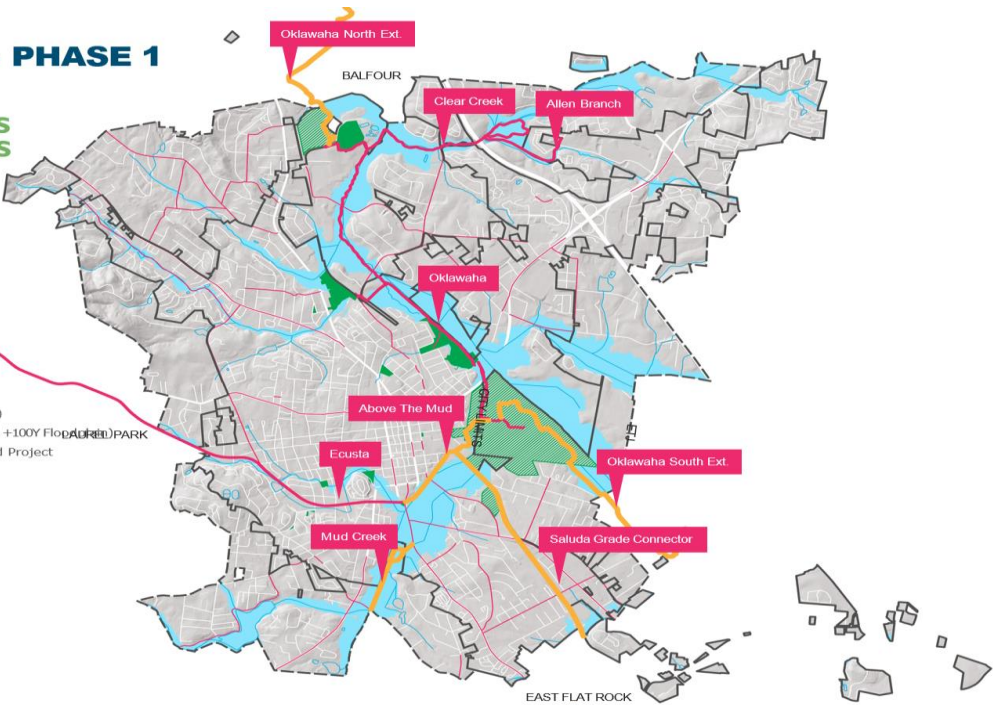


GREENWAYS - PHASE 1

5 MILES OF NEW GREENWAY TRAILS AND CONNECTORS

- Hendersonville City Limit
- Extraterritorial Jurisdiction (ETJ)
- Hydrologic Corridor (Floodways +100Y Flood)
- Pedestrian Plan Recommended Project
- Parks (By Owner)
  - City
  - County
- Greenways
  - Existing
  - Under Construction
  - Planned

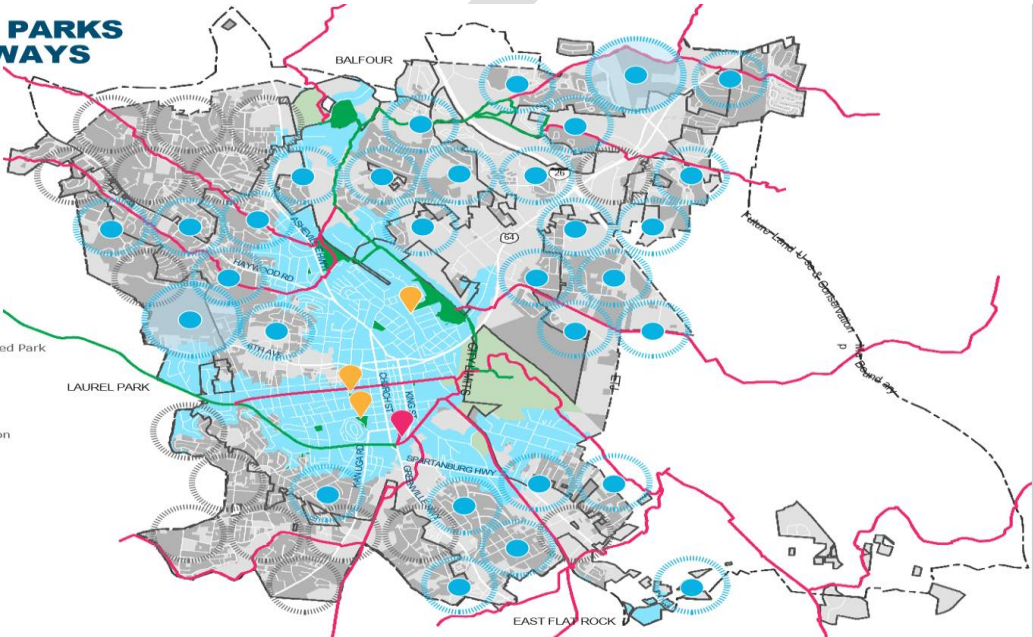
0 0.25 0.5 1 mi



2050 VISION: PARKS AND GREENWAYS

- Residential Parcel
- 10-min Walkshed to a Developed Park
- Existing Park (By Owner)
  - City
  - Public
- Greenway
  - Existing and Under Construction
  - Planned and Potential
- Park Project
  - Improve Existing
  - Signature Park
  - New Park

0 0.25 0.5 1 MILE



FUNDING AND IMPLEMENTATION

FULL PLAN (2050)

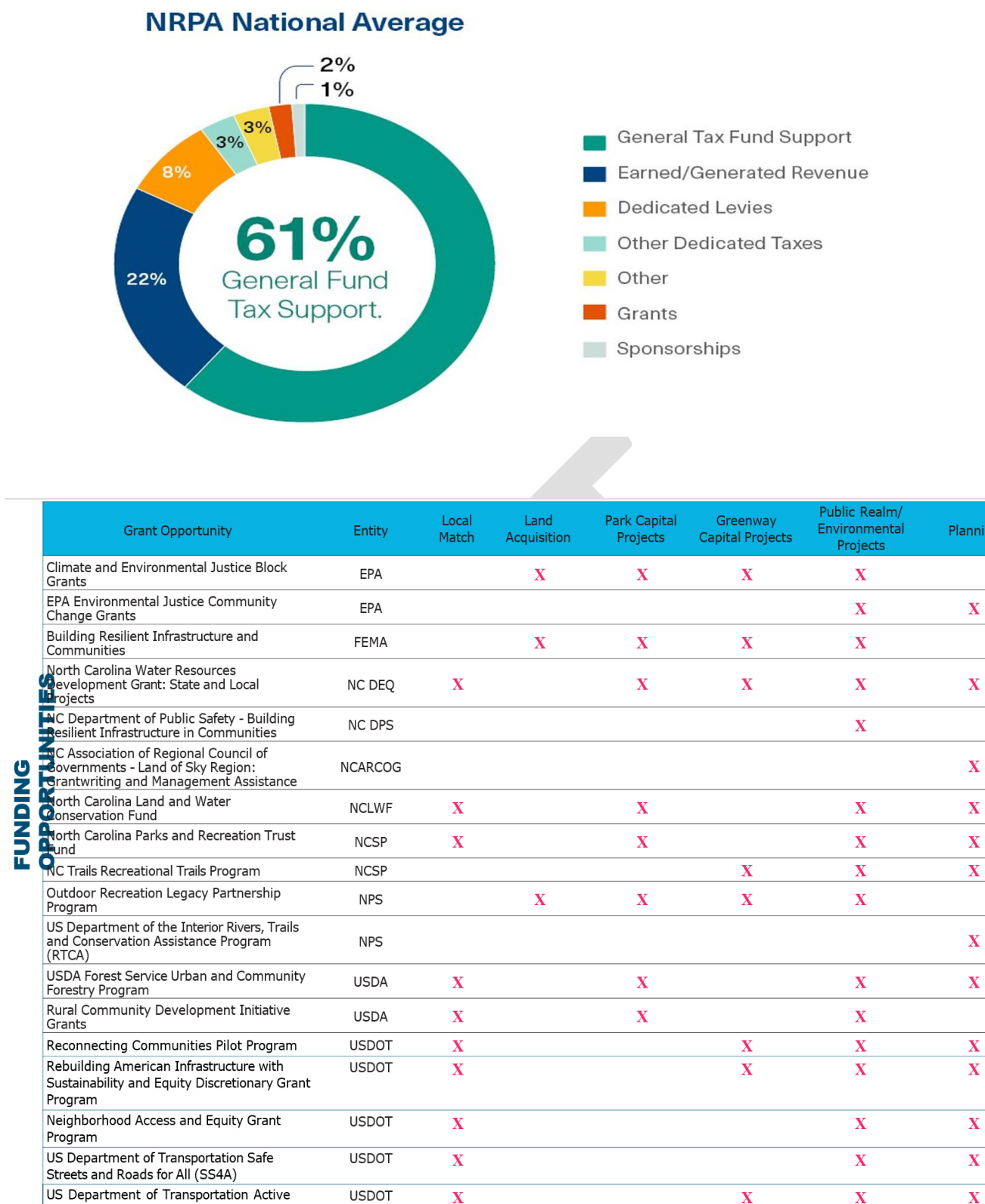
- ~\$2 MILLION REINVESTMENT/EXISTING PARK IMPROVEMENTS
- ~\$70 MILLION INVESTMENT IN NEW NEIGHBORHOOD AND COMMUNITY PARKS
- ~\$1.5 MILLION INVESTMENT IN NEW PARK FACILITIES
- ~\$10 MILLION INVESTMENT IN NEW SIGNATURE DOWNTOWN PARK AND AMPHITHEATER
- ~\$10 MILLION INVESTMENT IN NEW SENIOR RECREATION CENTER
- ~\$60 MILLION INVESTMENT IN NEW GREENWAYS

PHASE 1(10 YEAR PLAN)

- ~\$2 MILLION REINVESTMENT/EXISTING PARK IMPROVEMENTS
- ~\$12 MILLION INVESTMENT IN NEW NEIGHBORHOOD AND COMMUNITY PARKS
- ~\$600K INVESTMENT IN NEW PARK FACILITIES
- ~\$10 MILLION INVESTMENT IN NEW SIGNATURE DOWNTOWN PARK AND AMPHITHEATER PROJECT
- ~\$10 MILLION INVESTMENT IN NEW GREENWAYS

TARGET JOINT FUNDING

ALTERNATIVE FUNDING OPPORTUNITIES



Councilman Miller said that he is more interested in where we are weakest inside the city limits as it is now and the ETJ and less concerned about where the expanded growth would be because there’s no way we can know where there’s going to be any expanded growth. We’re in discussions with the county to figure out how we can come to an agreement on that.

Councilwoman Hensley said she was interested in trying to understand option 2 vs. option 3 and why this tailored approach was favored.

Brenna explained that they didn’t find specific feedback about why one was picked over the other, however, I think one of the advantages to it is making sure that people are getting neighborhood parks close to where they live or need them. She gave them a quiz via QR code and asked them several questions.



Please indicate your level of agreement with the following statements.

Strongly disagree

I agree with the tailored approach to providing level of service for parks and greenspaces

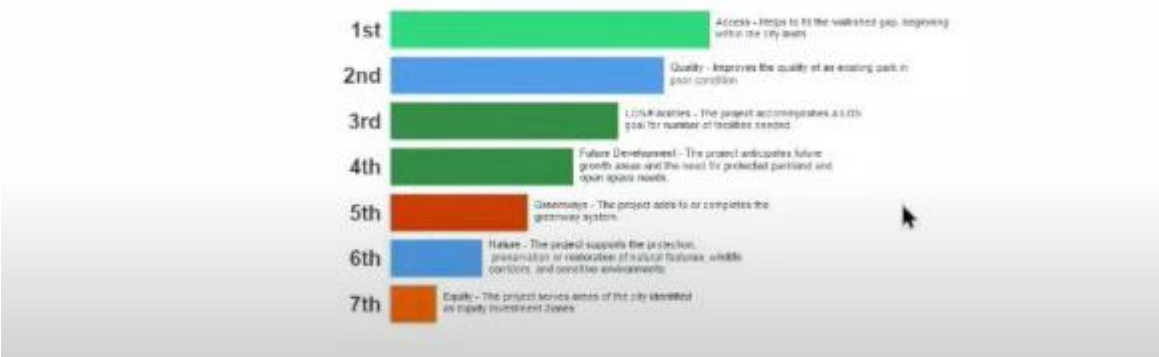
I agree with the alignment with the Future Land Use Map

I agree with the logic and criteria for prioritizing projects

Strongly agree

Is there anything you would change about the approach to level of service?  
0 responses

How would you rank the prioritization criteria in order of importance?



How do you feel about the level of investment proposed in the 2050 vision?



How do you feel about the level of investment proposed in phase 1?



**B. Public Safety Update** – *Blair Myhand, Chief of Police, Jay Heatherly, IT Manager, Katy Allen & Tori Doyle*

Chief Myhand said we're going to talk about 4 things today: Downtown, new social worker program, homelessness in the city and CIT. He went on to explain that as the new budget has come up, they decided to create a new position which is to have an officer downtown. We do not currently have an officer covering downtown and patrol officers cover it as needed. City Manager Connet added that we do have funding in the new budget for that officer if the budget is adopted as presented.



Katy Allen who is a social worker in the Department of Social Work at Western Carolina University and Dr. Cyndy Caravelis, Department of Criminology and Criminal Justice created Community Care Program at WCU. Katy presented the following PowerPoint presentation.



## Police Social Work Partnerships in Rural Communities

Katy Allen, MSW, Department of Social Work

Dr. Cyndy Caravelis, Department of Criminology and Criminal Justice

<https://communitycare.wcu.edu/>



# CONTEXT OF THE COMMUNITY CARE PROGRAM



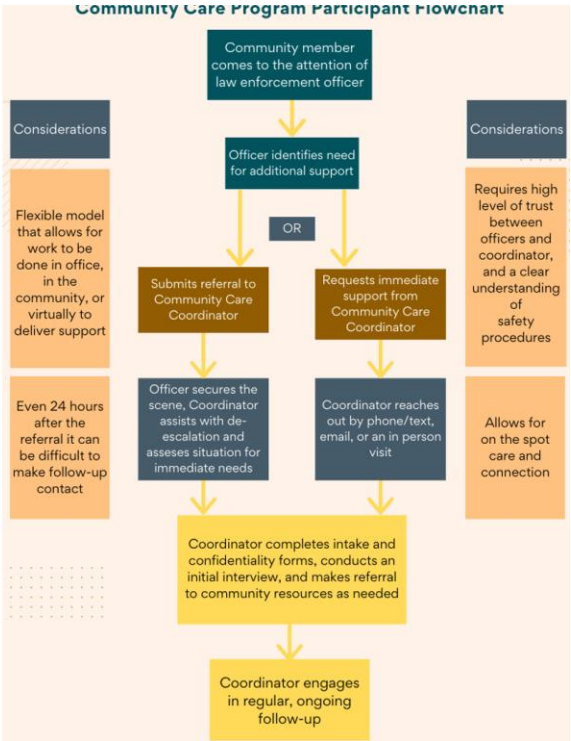
- 2020 – Black Lives Matter, COVID, opioid crisis
- National calls for alternatives to traditional policing, more support for behavioral/mental health and substance use disorders
- No existing models for how these programs work in rural areas
- Partnership developed between WCU Department of Social Work, Department of Criminology & Criminal Justice, and the Sylva Police Department

Toolbox	Expand the law enforcement toolbox by increasing officer response options beyond arrests, citations, and warnings
Solutions	Promote long-term solutions for community members in need through connections with appropriate resources
Safety	Promote safety of officers and community members through increased opportunities for de-escalation and proactive, pre-crisis intervention
Harm Reduction	Reduce the risk of trauma from negative interactions between law enforcement and community members
Efficiency	Reduce officer workload and streamline officer workflow



## ROLE OF THE COORDINATOR

- Follow up support for individuals referred by officers
- Common referral reasons include homelessness, substance use, intimate partner violence, transportation, and medical needs
- On-site support and de-escalation
- Coordination of services with existing community agencies
- Regular, on-going follow-up with individuals who often come into contact with law enforcement for non-criminal matters





# PROGRAM DEVELOPMENT TIMELINE

Months	Overall Goals	Program Outcomes
1 - 6	Initial creation of program, establishment of processes for referrals and follow up support	<ul style="list-style-type: none"><li>• Initial outreach to stakeholders</li><li>• Assessment of community and agency needs</li><li>• Research on existing community resources, including referral and intake processes (see Appendix H)</li><li>• Creation of referral form and process</li><li>• Initial referrals and follow up support to community members</li></ul>
6 - 12	Development of outcomes and data collection measures, continued follow up support, consideration of co-responding model	<ul style="list-style-type: none"><li>• Creation of intake and data collection forms (see appendices for examples)</li><li>• Referrals and follow up support to community members</li><li>• Initial ride-alongs and co-response</li></ul>
12 - 24	Implementation of co-responding model and data collection process, deepening of relationships with key stakeholders	<ul style="list-style-type: none"><li>• Successful support for community members in need, both through co-response interventions and follow up referrals</li><li>• Development of the Resource Roundtable, a regular collaborative meeting of service providers in Jackson County</li></ul>
24 - present	Transition to full-time, paid social work position	Increased capacity of program to meet needs of community members

## IMPORTANT FIRST STEPS

- Establishing affiliation agreements
- Creating a written policy
  - Clarifying chain-of-command
  - Maintaining confidentiality
  - Supporting social worker safety
- Initial presentation to officers
- Initial training for social workers
- MSW intern to begin August 2024

## FOR MORE INFORMATION

Katy Allen – [cmallen@wcu.edu](mailto:cmallen@wcu.edu)  
Cyndy Caravelis – [caravelis@wcu.edu](mailto:caravelis@wcu.edu)  
[CommunityCare@wcu.edu](mailto:CommunityCare@wcu.edu)

## Homeless Persons

- HP calls for service:
  - 2022 – 590
  - 2023 – 890
  - 2024 YTD – 306 (±1200)
- Most common call types: suspicious persons followed by larceny, drugs, wanted, and assaults.
- Most common locations: Spartanburg/Greenville Highways followed by Chimney Rock Road, and downtown.
- Rising costs of clean-up and COH manhours.



City Manager Connet added that they are also going to work with Pisgah Legal. City Attorney Beeker added that as part of our ARP Funding, City Council set aside \$330,000 to use to work with Pisgah Legal and John and I talked with Jim Barrett about moving forward and I think it’s going to move in a much quicker time frame and I also think it’s going to be a perfect fit because the funding is for a lawyer and a social worker for two years and they have a lawyer ready to go. Mr. Connet added that Tori will be the contact in the police department building those relationships and she will be able to hand people off to the Pisgah Legal side. They’ll feed off each other and help each other and help the folks and try to get them off the street and into treatment, housing etc.





## Mental Health Response

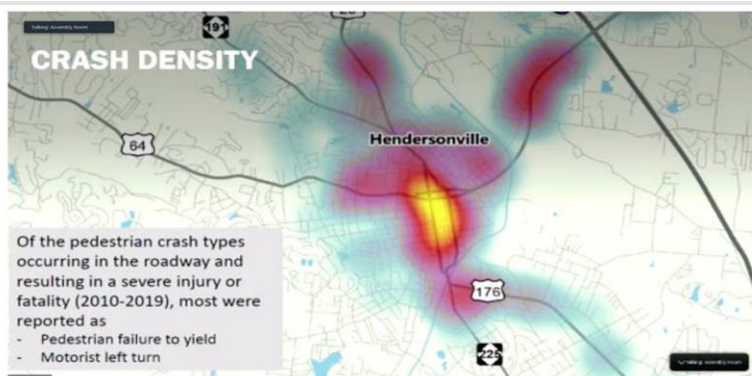
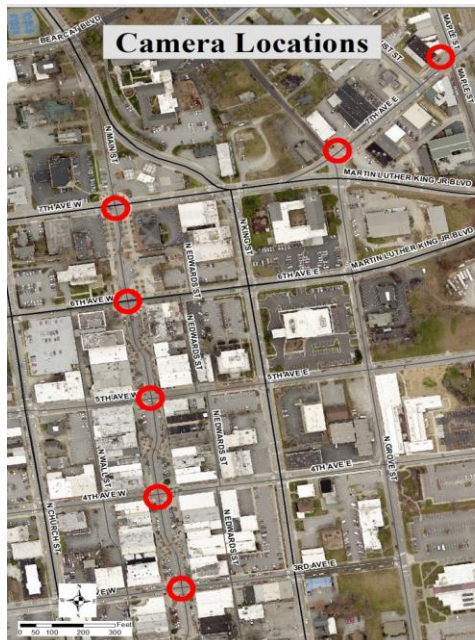
- Cases are more complex.
- More people are untreated/undertreated.
- Law enforcement capabilities are exceeded.
- Mental health professionals are minimally helpful.
- Police Officers need more and better resources.



### Crisis Intervention Training (CIT)

- VAYA Health is the Henderson County CIT provider.
- Currently only 13 of 47 HPD officers are CIT trained.
- All civilian staff are Mental Health First Aid (MHFA).
- 10 Officers enrolled in CIT training in 2024.
- Will be joining the CIT Steering Committee and participating in the State CIT virtual meetings.
- Additional class being scheduled for June, July, and October 2024.

City Manager Connet explained that by direction of City Council we are taking a holistic approach to safety in Hendersonville in general and the idea is to give law enforcement more tools that allow them to be out all over the city. IT Manager Jay Heatherly showed Council a camera system for downtown and said this would be a phased project over a couple of years starting in fiscal year 2025. Right now we are focusing on intersections along Main Street. I spoke with Chief Myhand and his officers so we knew what to start with and what was most important to them. They wanted us to focus on areas between 7<sup>th</sup> and 3<sup>rd</sup>. Our goal is to get all of Main Street covered first and then later on we can concentrate on side streets and alleys. He provided the following map. The goal is for citizens and visitors to feel safe when they come downtown. City Manager Connet said these cameras will be used to be available for us to use for crimes but will not be watched 24/7 but we'll have them if we need them.



- Focusing on Main St. Intersections
- Potential expansion to side streets and alleys
- Special interest on flood prone areas
- Proactive with 7th Avenue infrastructure

**C. Review of Public Comment Policy** – Angie Beeker, City Attorney & Allison Justus, Communications Manager

This item was diverted to the next meeting as we ran out of time and still needed to go into closed session.

**5. CLOSED SESSION**

*At 6:03 p.m., Council Member Lyndsey Simpson moved that City Council enter closed session pursuant to NCGS § 143-318.11 (a) (1) (3) and (6) to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes, to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body and to consider the qualifications, competence, performance, character, fitness of an individual public officer or employee.*

**6. ADJOURN**

At 7:02 p.m. Council returned to open session via a unanimous vote of Council.

\_\_\_\_\_  
Barbara Volk, Mayor

ATTEST:

\_\_\_\_\_  
Jill Murray, City Clerk



# MINUTES

May 2, 2024

## REGULAR MEETING OF THE CITY COUNCIL

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

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

Absent: Debbie O'Neal-Roundtree

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

### 1. CALL TO ORDER

Mayor Volk called the meeting to order at 5:45 p.m. and welcomed those in attendance. A quorum was established with all members in attendance

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

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

#### A. Appointment of New City Council Member – Barbara Volk, Mayor

*Council Member Jennifer Hensley moved that City Council nominate Melinda P. Lowrance as the new City Council member. A unanimous vote of the Council followed. Motion carried.*

Mayor Volk swore in Mrs. Lowrance with Mrs. Lowrance's standing with her and holding the Bible.

State of North Carolina  
County of Henderson

In the Matter of  
City of Hendersonville, City Council Member

I, **Melinda P. Lowrance**, do solemnly swear that I will support the Constitution and laws 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, **Melinda P. Lowrance**, do swear that I will well and truly execute the duties of the office of City of Hendersonville City Council Member according to the best of my skill and ability, according to law, so help me God.

This 2<sup>nd</sup> day of May, 2024.

Melinda Lowrance said "I'd like to thank City Council and the citizens of Hendersonville who entrusted me with this duty. I hope that I will perform to the best of my ability and expect great things out of this City Council now that I'm on board."



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

Jane DeMartini of Red Oak Drive, spoke on behalf of the League of Women Voters in Henderson County, a 119 member non-partisan organization. We empower voters and defend democracy. We come to your meetings so that we can report back to everyone what's going on. We try to keep citizens informed and active in voting. We hold many voter registration events, we hold candidate forums and debates, including for City Council. We foster civil dialogue so our citizens can be informed. Thank you for what you do.

**Via Zoom:**

Lynne Williams of Chadwick Avenue gave gratitude for Councilwoman Roundtree for all of her hard work on City Council. She also spoke about the surveillance program and the cameras that will be on Main Street and is concerned about it. She also said when Ms. Roundtree was receiving death threats and people coming to her house that she wasn't able to get the security and protection from the Hendersonville Police Department. Lastly she asked that we lower the level of lead in our water for Drinking Water Week.

Councilman Jeff Miller asked that we give a response to Ms. Williams' claim that Hendersonville's Police Department did not act to the threats to Ms. Roundtree.

City Manager Connet assured the public and the audience that the Police Department took the death threats, and any threat, against Councilwoman Roundtree, or any other citizen, we take it very seriously and do what the law will allow us to do. We did get information from phone records and went through each and every one and found no threat and felt like some of them were simply hangups from telemarketers and such. We took those threats very seriously and looked into them, as we would for any citizen.

Councilman Jeff Miller added "not for one second did we dismiss that, not take it seriously or in any way, want to put the Councilwoman at risk."

**4. CONSIDERATION OF AGENDA**

*Council Member Lyndsey Simpson moved that City Council approve the agenda as presented. A unanimous vote of the Council followed. Motion carried.*

**5. CONSENT AGENDA**

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

**A. Adoption of City Council Minutes – Jill Murray, City Clerk**  
**April 4, 2024 Regular Meeting**

**B. Waste Reduction and Recycling Grant Project Ordinance and Reimbursement Resolution – Jennifer Floyd, Budget and Management Analyst**

Resolution #R-24-20

**HENDERSONVILLE, NORTH CAROLINA**  
**DECLARATION OF OFFICIAL INTENT TO REIMBURSE**

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

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



**Expenditures to be Incurred.** The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE WASTE REDUCTION AND RECYCLING PROJECT (#G2403), ORDINANCE #O-24-12 (the "Projects").

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

**Maximum Principal Amount of Debt to be Issued.** The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is \$40,000.

**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 2<sup>nd</sup> day of May, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

**C. Street Closure: Resolution of Intent-Portion of Unnamed street (The Housing Assistance Corporation) (C24-22-SCL) – Tyler Morrow, Planner II**

Resolution #R-24-21

**RESOLUTION OF INTENT TO CLOSE AN UNOPENED,  
UNIMPROVED PORTION OF AN UNNAMED STREET**

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

**WHEREAS**, The Housing Assistance Corporation has petitioned the City of Hendersonville City Council to close an unopened and unimproved portion of an unnamed street, located on PIN 9569-41-8704; and

**WHEREAS**, NC General Statute 160A-299 requires that City Council conduct a public hearing for the purpose of giving consideration to the petition; and

**WHEREAS**, At the public hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual; and

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

1. City Council herewith calls a public hearing to be held at 5:45 p.m. (or as soon thereafter as it may be heard) on the 6<sup>th</sup> day of June 2024, in the Assembly Room of the City Operations Center to consider closing an unopened and unimproved portion of an unnamed street located on PIN 9569-41-8704. Persons shall be allowed to attend and comment in person or via Zoom at the following address:

<https://zoom.us/join>

Dial-in by phone: (646) 558-8656

Meeting ID: 822 0104 2528

Passcode: 1847

Digital public hearing comments may be submitted prior to the public hearing on the City's webpage at [www.hendersonvillenc.gov/public-comment](http://www.hendersonvillenc.gov/public-comment) or directly to the City Clerk, Jill Murray, [jmurray@hvlnc.gov](mailto:jmurray@hvlnc.gov), 160 6<sup>th</sup> Avenue East, Hendersonville, NC 28792.

2. The legal description for the portion of the unnamed street proposed for closing is as follows:

Beginning at a ¾" existing iron pipe, said pipe having NAD83 (2011) grid coordinates of N: 591,850.69', E: 964,461.78' and standing in the northwest line of the subject parcel currently owned by The Housing Assistance Corporation as described in deed book 4121 page 511; and running thence N 46°23'42" E 3.76' to a point; thence on a curve to the right with a radius of 136.92' and a chord of S 36°09'49" E 85.91' to a point; thence on a curve to the left with a radius of 29.99' and a chord of S 31°41'17" E 14.31' to a point; thence on a curve to the right with a radius of 35.21' and an arc length of 163.27' and a chord of S 78°16'54" W 51.65' to a point; thence on a curve to the left with a radius of 21.65' and a

chord of N 05°37'27" E 17.63' to a point; thence on a curve to the left with a radius of 59.46' with a chord of N 24°27'42" W 12.54' to a point; thence on a curve to the left with a radius of 105.09' with a chord of N 42°45'19" W 44.57' to a point in the western boundary line of subject parcel; thence N 04°47'34" E 8.88' to a ¾" existing iron pipe; thence N 50°07'33" E 29.47' to the point and place of beginning. Containing 0.16 acres (7250.9 sq.ft.) and being the unopened of said unnamed street as shown on survey by Ownbey Land Surveying, PLLC, bearing job number 240112.

- 3. The City Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks.
- 4. 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.
- 5. The City Clerk is further directed to cause adequate notices of the Resolution of Intent and the scheduled public hearing to be prominently posted in at least two along the portion of the unnamed street proposed for closure as required by G.S. 160A-299.
- 6. The City Council herewith declares its intent to close the street as described above.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

**D. French Broad River Intake Project Engineering Amendment 8 – Brent Detwiler,  
Public Services Director**

Resolution #R-24-22

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY  
MANAGER TO ENTER INTO AN AMENDMENT TO AN AGREEMENT WITH BLACK & VEATCH AS  
PART OF THE FRENCH BROAD RIVER INTAKE PROJECT**

**WHEREAS**, the French Broad River Intake Project (Project No. 16007) is under construction; and

**WHEREAS**, an engineering agreement with Black & Veatch was previously executed to complete the construction administration work associated with the project; and

**WHEREAS**, the construction of the project has been extended as a value engineering measure; and

**WHEREAS**, the construction timeline extension and supplemental services requested by the City has resulted in the need to amend the agreement with Black & Veatch to cover the extended construction administration, construction observation, and postconstruction services.

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

- 1. The City Manager is authorized to enter into an Amendment to an Agreement with Black & Veatch for the French Broad River Intake Project, as presented.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

**E. NCDOT U-5783 US64 Blythe Street to White Pine Utility Agreement – Adam Steurer,  
Utilities Director**

Resolution #R-24-23

**RESOLUTION BY THE CITY OF HENDERSONVILLE FOR THE CITY MANAGER TO  
ENTER INTO A UTILITY AGREEMENT WITH NCDOT FOR PROJECT U-5783 US64  
IMPROVEMENTS**

**WHEREAS**, the North Carolina Department of Transportation (NCDOT) plans to make improvements to US64 from Blythe Street to White Pine (NCDOT Project U-5783); and

**WHEREAS**, NCDOT will relocate portions of the City's existing water distribution and sewer collection utility systems that are in conflict with the proposed roadway improvements; and

**WHEREAS**, per North Carolina statute the City is responsible for 25% of the costs associated with the relocation and 100% of "betterment" costs to existing utilities; and

**WHEREAS**, NCDOT has provided an agreement with estimated utility relocation cost responsibilities. Actual City cost responsibility will be based on actual bid prices and actual quantities used

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

1. The City Manager is authorized to execute a utility agreement with NCDOT for Project U-5783 US 64 Improvements in the total estimated amount of \$1,817,628.91.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

#### **F. Sole Source Purchase of Bicarbonate – Logan Hickey, Ricky Levi**

Resolution #R-24-24

##### **RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE SOLE-SOURCE AND STANDARDIZATION PURCHASE OF BICARBONATE FOR THE WATER TREATMENT PLANT**

**WHEREAS**, the City of Hendersonville's Finance Department is submitting this request on behalf of the City's Water Treatment Plant; and,

**WHEREAS**, the City's WTP utilizes Bicarbonate; and,

**WHEREAS**, Bicarbonate is required by the state for providing required alkalinity level; and,

**WHEREAS**, Bicarbonate is a proprietary blend called Alkalinity First and is only available from one source of supply in this area as they are the only authorized area distributor; and,

**WHEREAS**, this is a granular technical grade Bicarbonate, which ensures consistent levels of alkalinity that other products cannot offer. If we utilized other products with lesser alkalinity levels and lesser quality composition, this could clog our feed system and cause numerous maintenance issues. Thus, it is vital that we utilize this product as standardization is important; and,

**WHEREAS**, NCGS 143-129(e) lists the authorized exceptions to the formal bid procedures. NCGS 143-129(e)(6) allows for purchases of apparatus, supplies, materials, or equipment to be purchasing using sole-source exception when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. The governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract; and,

**WHEREAS**, staff are requesting to continue to utilize Univar on Bicarbonate City-wide by asking that Council approve this sole source and standardization request; and,

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Hendersonville, North Carolina that city staff is authorized to purchase Bicarbonate from Univar for FY23/24 within budgeted funds available.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

#### **G. Sole Source and Standardization Purchase of Ortho Phosphate – Logan Hickey, Ricky Levi**

Resolution #R-24-25

##### **RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE SOLE-SOURCE AND STANDARDIZATION PURCHASE OF ORTHO PHOSPHATE FOR THE WATER TREATMENT PLANT**

**WHEREAS**, the City of Hendersonville's Finance Department is submitting this request on behalf of the City's Water Treatment Plant; and,

**WHEREAS**, the City's WTP utilizes Ortho Phosphate; and,

**WHEREAS**, Ortho Phosphate is required by the state for corrosion control; and,

**WHEREAS**, Ortho Phosphate is a proprietary blend called 70/30 Ortho Poly with a total PO4 value of 36 percent; and,

**WHEREAS**, This Ortho Phosphate blend is only available from one source of supply and needs to be standardized for use at the City. While there are alternative products in the market, no other vendors offer this particular blend; and,

**WHEREAS**, the City has used this blend for roughly 15-20 years and utilizing a different blend would create a need to for an entirely new corrosion study with the state and the changeover would take 3-6 months to replace within the distribution system. This would significant budgetary overages, would cause regulatory issues with the state, and would cause issues with corrosion control (ie. Lead and copper); and,

**WHEREAS**, NCGS 143-129(e) lists the authorized exceptions to the formal bid procedures. NCGS 143-129(e)(6) allows for purchases of apparatus, supplies, materials, or equipment to be purchasing using sole-source exception when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. The governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract; and,

**WHEREAS**, staff are requesting to continue to utilize Worx on Ortho Phosphate City-wide by asking that Council approve this sole source and standardization request; and,

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Hendersonville, North Carolina that city staff is authorized to purchase Ortho Phosphate from Worx for FY24/25 within budgeted funds available.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

#### **H. Sole Source Purchase of Coagulant – Logan Hickey, Ricky Levi**

Resolution #R-24-26

#### **RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE SOLE-SOURCE PURCHASE OF COAGULANT FOR THE WATER TREATMENT PLANT**

**WHEREAS**, the City of Hendersonville's Finance Department is submitting this request on behalf of the City's Water Treatment Plant; and,

**WHEREAS**, the WTP utilizes Coagulant; and,

**WHEREAS**, Coagulant is required by the state for coagulation, flocculation, and sedimentation; and,

**WHEREAS**, the City ran into issues with it's current vendor's solution where some of it precipitated out into the bottom of the bulk tanks and formed back into a solid; and,

**WHEREAS**, The City is recommending use of a different Coagulant formula which is sole source thru a different vendor. The City has completed both jar testing and actual plant testing with this new vendor's formula and has found it to work very well in our treatment process without the issues which had developed with the previous vendor's solution. We believe it will provide a more stable formula for storage in the bulk tanks and will stay in solution better for a longer period of time. The vendor has also offered to install tank monitoring equipment in all 3 tanks to enhance ordering and quality control measures of the chemical. This will occur on a cell phone app for both City staff and the vendor to view. The new vendor will also clean the tanks at no cost to the City every 24 months or as needed; and,

**WHEREAS**, the new formula recommendation of Coagulant is a proprietary blend only available from one source of supply. While there are other alternative non-coagulant products, none have this particular blend which required for the efficient operations of our facility. Standardization of this blend is required; and,

**WHEREAS**, While there are other alternative non-coagulant products, none have this particular blend which required for the efficient operations of our facility. NCDEQ would require us to do further studies and get their approval to change from one blend to another. Another challenge with changing blends is that it could cause problems with our lead copper numbers as well as our water quality parameter numbers. Thus, standardization of this blend is required; and,

**WHEREAS**, NCGS 143-129(e) lists the authorized exceptions to the formal bid procedures. NCGS 143-129(e)(6) allows for purchases of apparatus, supplies, materials, or equipment to be purchasing using sole-source exception when: (i) performance or price competition for a product are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration. The governing board of a political subdivision of the State shall approve the purchases listed in the preceding sentence prior to the award of the contract; and,

**WHEREAS**, staff are requesting to continue to utilize Zeta Solutions on Coagulant City-wide by asking that Council approve this sole source and standardization request; and,

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Hendersonville, North Carolina that city staff is authorized to purchase Coagulant from CedarChem for FY24/25 within budgeted funds available.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>st</sup> day of May, 2024.

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

**I. May 2024 Budget Amendments – Adam Murr, Budget Manager**

TO MAYOR & COUNCIL

APPROVAL: May 02, 2024

FISCAL YEAR 2024

FORM: 05022024-01

BUDGET AMENDMENT

FUND 301

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
301-0000-420050-G2403	Grant Revenue	-	40,000	-	40,000
301-7855-550102-G2403	Capital Outlay - Services and Fees	-	40,000	-	40,000
FUND 301	TOTAL REVENUES	-	40,000	-	-
	TOTAL EXPENDITURES	-	40,000	-	-

A budget amendment reflecting the adoption of a grant project ordinance (GPO, #G2403). The City was awarded \$40,000 from the Community Waste Reduction and Recycling Program by the NC Department of Environmental Quaility (NCDEQ) on April 1, 2024.

The City Manager and City Clerk certify budget ordinance amendment 05022024-01 was approved by City Council on May 02, 2024.

**J. Utility Extension Agreement for the 1202 Greenville Highway Townhomes Subdivision**  
– Adela Gutierrez-Ramirez, Civil Engineer

Resolution #R-24-27

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A UTILITY EXTENSION AGREEMENT WITH 1202 GREENVILLE HWY, LLC. FOR THE 1202 GREENVILLE HIGHWAY TOWNHOMES**

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

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

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

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

**WHEREAS**, 1202 Greenville Hwy, LLC., the “Developer” and “Owner”, will enter into a Utility Extension Agreement with the City to provide water and sewer services to the 1202 Greenville Highway Townhomes.

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

1. The Utility Extension Agreement with 1202 Greenville Hwy, LLC., the “Developer” and “Owner” to provide water and sewer service to the 1202 Greenville Highway Townhomes is approved, as presented.
2. City Manager is authorized to execute the Utility Extension Agreement, and to approve and execute amendments to the Utility Extension Agreement in the future provided such amendments do not impose a financial obligation upon the City.
3. City Manager is authorized to acquire easements, rights-of-way, and other interests in real property consistent with the terms of the Utility Extension Agreement, provided that such acquisition does not impose a financial obligation upon the City.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

**K. ARP Amendment to GPO #G2101 – Adam Murr, Budget Manager**

Ordinance #O-24-13

**AMENDED Grant Project Ordinance (#G2101) for The City of Hendersonville American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds**

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

**Section 1:** This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The City of Hendersonville’s total allocation is **\$4,511,799.71**. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

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

**Section 2:** The following amounts are appropriated for the project(s) and authorized for expenditure:

Internal Project Code	Project Description	Expenditure Category (EC)	Appropriation of ARP/CSLFRF Funds
G2101	General Fund - Administration Salaries from July 1, 2022-January 31, 2023	6.1	\$290,252
G2101	General Fund - Finance salaries from July 1, 2022- January 31, 2023	6.1	\$134,545
G2101	General Fund - Engineering salaries from July 1, 2022- January 31, 2023	6.1	\$112,432
G2101	General Fund -Development Assistance salaries from July 1, 2022- January 31, 2023	6.1	\$223,557
G2101	General Fund - Police salaries from July 1, 2022- January 31, 2023	6.1	\$1,905,239
G2101	General Fund - Fire salaries from July 1, 2022- January 31, 2023	6.1	\$1,220,948
G2101	General Fund -Public Works salaries from July 1, 2022- January 31, 2023	6.1	\$624,826.71
Total			<b>\$4,511,799.71</b>

**Section 3:** The following revenues are anticipated to be available to complete the project(s):

**ARP/CSLFRF Funds:** \$4,511,799.71  
**Total:** **\$4,511,799.71**

**Section 4:** The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

**Section 5:** The Finance Officer is hereby directed to report the financial status of the project to the Hendersonville City Council on a quarterly basis.

**Section 6:** Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to the Hendersonville City Council.

**Section 7:** This grant project ordinance is effective as of March 3, 2021, and expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the City of Hendersonville, whichever occurs sooner.

**Adopted** by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

**L. Utility Extension Agreement for the Farmhouse at Tap Root Apartments – Adela Gutierrez-Ramirez, Civil Engineer**

Resolution #R-24-28

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A UTILITY EXTENSION AGREEMENT WITH ORANGE CAPITAL ADVISORS, LLC, PHILLIP KEITH GILLIAM, MARY LOUISE CORN, MICHAEL R. CORN, S.E. JOHNSTON III, KATHY G. JOHNSTON, WILLIAM FRANKLIN JOHNSTON, NANCY M. JOHNSTON, TIMOTHY MARCUS JOHNSTON, AND BRADLEY ARNOLD JOHNSTON FOR THE FARMHOUSE AT TAP ROOT APARTMENTS**

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

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

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

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

**WHEREAS**, Orange Capital Advisors, LLC, the “Developer”, and Phillip Keith Gilliam, Mary Louise Corn, Michael R. Corn, S.E. Johnston III, Kathy G. Johnston, William Franklin Johnston, Nancy M. Johnston, Timothy Marcus Johnston, and Bradley Arnold Johnston, the “Owners”, the “Developer” and “Owners”, will enter into a Utility Extension Agreement with the City to provide water service to the Farmhouse at Tap Root Apartments.

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

1. The Utility Extension Agreement with Orange Capital Advisors, LLC, the “Developer”, and Phillip Keith Gilliam, Mary Louise Corn, Michael R. Corn, S.E. Johnston III, Kathy G. Johnston, William Franklin Johnston, Nancy M. Johnston, Timothy Marcus Johnston, and Bradley Arnold Johnston, the “Owners”, the “Developer” and “Owners” to provide water service to the Farmhouse at Tap Root Apartments is approved, as presented.
2. City Manager is authorized to execute the Utility Extension Agreement, and to approve and execute amendments to the Utility Extension Agreement in the future provided such amendments do not impose a financial obligation upon the City.
3. City Manager is authorized to acquire easements, rights-of-way, and other interests in real property consistent with the terms of the Utility Extension Agreement, provided that such acquisition does not impose a financial obligation upon the City.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May,2024.

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

**M. Utility Extension Agreement for the Copart Fletcher Auto Auction – Adela Gutierrez-Ramirez, Civil Engineer**

Resolution #R-24-29

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A UTILITY EXTENSION AGREEMENT WITH COPART OF CONNECTICUT, INC. FOR THE COPART FLETCHER AUTO AUCTION**

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

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

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

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

**WHEREAS**, Copart of Connecticut, Inc., the “Developer” and “Owner”, will enter into a Utility Extension Agreement with the City to provide water services to the Copart Fletcher Auto Auction.

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

1. The Utility Extension Agreement with Copart of Connecticut, Inc., the “Developer” and “Owner” to provide water service to the Copart Fletcher Auto Auction is approved, as presented.
2. City Manager is authorized to execute the Utility Extension Agreement, and to approve and execute amendments to the Utility Extension Agreement in the future provided such amendments do not impose a financial obligation upon the City.
3. City Manager is authorized to acquire easements, rights-of-way, and other interests in real property consistent with the terms of the Utility Extension Agreement, provided that such acquisition does not impose a financial obligation upon the City.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

**N. Water and Sewer System Development Fees – Adam Steurer, Utilities Director**

Ordinance #O-24-07

**AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO ADOPT A SYSTEM DEVELOPMENT FEE ANALYSIS, TO AMEND CHAPTER 52 ARTICLE I AND II OF THE HENDERSONVILLE CITY CODE OF ORDINANCES AND TO ADOPT AND IMPLEMENT A SYSTEM DEVELOPMENT FEE**

**WHEREAS**, the City Council of the City of Hendersonville (“City Council”) advertised a public hearing held on March 7, 2024 indicating its intent to establish and implement a System Development Fee (“SDF”) for water and sewer services in accordance with North Carolina General Statute 162A Article 8 titled “System Development Fees”(the “Act”) effective July 1, 2018, and N.C.G.S. § 160A-314; and

**WHEREAS**, the City Council has the obligation to ensure there is sufficient water and sewer capacity available for public health and welfare of the community; and

**WHEREAS**, the City Council is of the opinion and declares SDFs as the mechanism for the growth requiring water and sewer service(s) to contribute to the cost for the City to provide water and sewer service capacity and to minimize the extent in which existing customers must bear the cost to construct water and sewer capacity infrastructure and facilities; and

**WHEREAS**, the City Council advertised a public hearing held March 7, 2024 indicating its intent to adopt and implement SDFs through the adoption of this Ordinance to approve the system development fee analysis, to amend Chapter 52, Article I and II of the City of Hendersonville Code of Ordinances, and to adopt and implement SDFs for the City of Hendersonville water and sewer services.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Hendersonville, North Carolina as follows:

Section I. Amendment to Chapter 52, Article I of the City of Hendersonville Code of Ordinances

There shall be added the following section 52-14 to Chapter 52, Article I of the City of Hendersonville Code of Ordinances, Commitment of Service.

Sec. 52-14. Commitment of Service.



Utility service shall be deemed committed for single family dwelling units, multifamily dwelling units, and nonresidential structures and uses of land as follows:

- (1) Utility service has already been established as of effective date of this ordinance, meaning that a meter has been set by the City and utility service is actually being provided by the City as of the effective date of this ordinance; or
- (2) For new service applied for before July 1, 2024, (a) a complete application for utility service has been received or application has been made no more than 30 days prior; (b) all applicable fees required for the new meter have been received by the City and (c) a building permit has been issued (not required for open uses of land involving no structures) or application has been made no more than 30 days prior; or
- (3) A letter of commitment has been issued pursuant to Section 52-27(6) of this chapter.

Section II. Amendment to Chapter 52, Article II of the City of Hendersonville Code of Ordinances, Rates and Charges.

There shall be added the following new sections to Chapter 52, Article II of the City of Hendersonville Code of Ordinances, Rates and Charges.

Sec. 52-57. System Development Fees.

- (1) Methodology Used in Development of SDFs. In accordance with the Act, the cost for additional capacity to serve new customers was determined by a qualified financial professional and was estimated on a per gallon per day ("gpd") of existing customers across various customer type categories. The City engaged Stantec Consulting Services, Inc. to complete a written analysis to determine such cost and to develop cost-justified water and sewer SDFs, such analysis to be posted on the City's website, as updated from time to time (the "SDF Report"). The City Council finds that the written analysis process began on September 9, 2022. The SDF was determined by using the Combined Approach, which takes a combination of the Buy-In and Marginal Incremental approaches and uses existing assets and capacity and combines that with planned capital improvements and additional capacity that will be constructed to calculate a blended value of both the existing and expanded system capacity. The cost of capacity per gallon per day (gpd) was calculated to be \$7.01 per gpd for water system capacity and \$11.04 per gpd for sewer system capacity.
- (2) Adoption of the SDF Report. The SDF Report prepared by Stantec Consulting Services, dated October 30, 2023, is hereby adopted.
- (3) Definitions.
  - (a) *Application* means an application, submitted to the appropriate governmental authority, for a permit, approval, or service, or for an approval or an authorization to undertake a regulated activity. An application will not be considered complete until all form(s), documents, plans, studies or other information required by law or by policy of the issuing agency have been submitted and all fees required for the application to be processed have been paid.
  - (b) *Completeness determination* means the process of determining if an application is or is not complete.
  - (c) *Development* means:
    - i. The subdivision of land;
    - ii. One or more, or the addition, construction or expansion of one or more, dwelling units, buildings, structures or uses on a single tract of land, whether such tract of land is within a subdivision or not; or
    - iii. One or more, or the addition, construction, or expansion of one or more dwelling units, buildings, structures or uses that are being developed under a common scheme of development on more than one tract of land, whether such tracts of land are within a subdivision or not.
  - (d) *Development permit* means an administrative or quasi-judicial approval that is written and that is required prior to commencing development or undertaking a specific activity, project or development proposal pursuant to a land development regulation, including zoning compliance permits, site plan approvals, special use permits, variances, certificates of appropriateness, plat approvals, development agreements, state agency permits for development, driveway permits, or erosion and sedimentation control permits.

- (e) *Increase in capacity necessary to serve a development* means new development that requires additional water or sewer capacity to serve a development than is being provided to the development prior to the new development. As an example, for a subdivision approved for the construction of an individually metered residential dwelling unit on each lot within the subdivision, it is the construction of each residential dwelling unit based on that dwelling unit's heated square footage within the subdivision that causes an increase in capacity necessary to serve the subdivision rather than the subdivision itself, and thus the construction of each new individually metered dwelling unit would be considered new development as defined in Subsection 52-57(3)(i)(ii). As another example, for an existing commercial, multi-building development served by a master meter, the addition of a new building within the multi-building development would not be an increase in capacity necessary to serve a development if the existing master meter serving the development is of sufficient size to serve the both the new building and the existing buildings within the development, and thus the addition of the new building would not be considered new development. As a third example, for a multi-family master metered residential development, the addition of each new residential dwelling unit will increase the capacity required to serve the development and thus each new residential dwelling unit would be considered new development as defined in Subsection 57(3)(i)(ii). As fourth example, for an existing individually metered single family dwelling unit with 2,000 heated square feet, either the addition of 1,501 heated square footage or an accessory dwelling unit of 1,501 heated square footage will increase the capacity required to serve the development and therefore either increase in heated square footage would be considered new development as defined in Subsection 57(3)(i)(ii).
- (f) *Individually metered* means that a building, structure or use of land has a unique meter serving such building, structure or use of land, and serving no other building, structure or use of land. Notwithstanding the foregoing, a primary dwelling unit and its accessory dwelling unit shall, for purposes of this Section 52-57, be considered as a single residential dwelling unit that is individually metered if they are served by the same meter.
- (g) *Letter of commitment* means a letter issued by the City of Hendersonville approving the provision of water or sewer capacity for new development. Notwithstanding the issuance of a Letter of Commitment, water or sewer capacity shall not be deemed "committed" by the City of Hendersonville until the circumstances outlined in Subsection 52-57 (7), below, have occurred for the new development.
- (h) *Master meter* means a water meter serving a common parcel with a single or multiple structures under single ownership generally containing residential leased units, or commercial/industrial sites. Common residential master metered uses include but are not limited to multi-family apartments, condominiums, mobile home parks, RV parks, and tiny home parks.
- (i) *New Development* means any of the following occurring after January 1, 2024, which increased or increases the capacity necessary to serve a development. It is specifically acknowledged that one or more of the following may occur and increase the capacity necessary to serve a particular development, and therefore one or more of the following may trigger the assessment of a system development fee for the same development. Notwithstanding the foregoing, only one SDF may be collected for each increase in capacity required for the particular development.
- i. The subdivision of land. As used herein, the date of subdivision shall be deemed to be the date of the recording of the subdivision plat in the appropriate Register of Deeds Office for the subdivision. For subdivisions containing more than one phase, the date of subdivision shall be determined separately for each phase, and shall be the date of the recording of the subdivision plat in the appropriate Register of Deeds Office for each phase of the subdivision; or
  - ii. The construction, reconstruction, redevelopment, conversion, structural alteration, relocation or enlargement of any structure which increases the number of service units. As used herein, the date of construction, reconstruction, redevelopment, conversion, structural alteration, relocation or enlargement shall be the date that a building permit is issued by the appropriate governmental agency, or if a building permit is not required, the earliest date that any development permit is issued by the appropriate governmental agency; or
  - iii. Any use or extension of the use of land which increases the number of service units. The date of the use or extension of land shall be deemed to be the earliest date that a development permit is issued by the appropriate governmental agency, or if no

development permit is required, the date that the use or extension of the use that increases the number of service units is established.

- (j) *Structure* means any building or other structure containing a use that is served by the water system and/or sewer system of the City of Hendersonville.
  - (k) *Subdivision of land* means the division of a tract or parcel of land into two or more lots, building sites, or other divisions when any one or more of those divisions is created for the purpose of sale or building development, whether immediate or future, and includes all divisions of land involving the dedication of a new street or a change in existing streets, but excluding those matters exempted from regulation under Chapter 160D, Article 8, Subdivision Regulation, pursuant to N.C.G.S. § 160D-802(a).
  - (l) *System Development Fee(s)* (the “SDF” or “SDFs”) are charges or assessments for service, including service provided pursuant to a wholesale arrangement, imposed with respect to new development to fund costs of capital improvements necessitated by and attributable to such new development, to recoup costs of existing facilities which serve such new development, or a combination of those costs, and adopted pursuant to the authority of North Carolina General Statutes Chapter 162A, and pursuant to the general rate making authority of the City as provided in N.C.G.S. § 160A-314.
- (4) Adoption of SDFs. SDFs shall be as adopted from time to time, but no less than annually, by the City Council, and on file in the City Clerk’s office. SDFs may be adopted or amended as part of the fee schedule adopted in the annual budget ordinance for the City. SDFs shall be assessed and collected for all new development served by the City’s water system and/or sewer system.
- (5) Assessment of SDFs. For new development, SDFs shall be assessed as follows:
- (a) Residential Individually Metered. An SDF shall be assessed for each residential dwelling unit, such as single-family homes, accessory dwelling units, duplexes, townhomes, and mobile homes, that is individually metered, and shall be calculated on a heated square footage basis. Each individually metered residential dwelling unit shall be considered as a service unit evaluated by heated square footage size. For the purpose of assessment of a SDF, the total dwelling unit heated square footage shall be calculated as the sum of heated square footages of the primary and accessory dwelling units served by the same meter.
  - (b) Residential Multi-Family Master Metered. An SDF shall be assessed for structure(s) containing attached residential dwelling units, such as apartments and condominiums, that is/are master metered, and shall be calculated on a per multi-family residential dwelling unit basis. Each residential dwelling unit within a multi-family master-metered development shall be considered as a service unit.
  - (c) Residential Mobile Homes Master Metered. An SDF shall be assessed for a mobile home park that is master metered and shall be calculated on a per mobile home residential unit basis. RV Parks and Tiny Home Parks that are master metered shall be considered and assessed a SDF as non-residential new development. Each space within master-metered mobile home development capable of being occupied by a mobile home residential unit shall be considered as a service unit, regardless of whether or not a mobile home residential unit occupies the space.
  - (d) Non-Residential. An SDF shall be assessed for non-residential buildings, structures or uses of land, and shall be calculated based on a meter size or equivalent meter size basis for the master meter that will serve the non-residential buildings, structures or uses of land. Each meter size or equivalent meter size shall be considered as a service unit.
  - (e) Residential/Non-Residential Master Metered - Mixed Use Structures. An SDF shall be assessed for residential/non-residential mixed-use structure(s) that is/are master metered, and shall be calculated as the sum of the following:
    - i. the number of multi-family residential units multiplied by the per residential unit rate, plus;
    - ii. the size of the meter or meters that would be required for just the non-residential space. Common areas shall be considered as non-residential space.
  - (f) Other Connections. All other connections, including but not limited to irrigation connections, wholesale connections, institutional connections, or those not involving a structure, shall be assessed, and calculated as non-residential.

(6) Letter of Commitment. A Letter of Commitment shall be required for the provision of water or sewer service for any new development. A letter of commitment will be issued upon receipt and approval of a complete water or sewer application by the City and payment of an SDF by the applicant.

(a) For new development requiring an engineering plan approval, the extension plan or utility connection plan must be approved by the City before the application for letter of commitment may be submitted.

(b) Applications for letter of commitment submitted before an engineering approval for the extension plan or utility connection plan will not be eligible for issuance of a letter of commitment.

(c) For all new development requiring a building permit, an application for a building permit, containing all information required by the issuing agency other than the letter of commitment, must be submitted to the appropriate agency prior to submitting an application for a letter of commitment.

(d) A building permit will not be issued until a letter of commitment from the City of Hendersonville is presented to the issuing agency. Building permits are issued by the Henderson County or Buncombe County Permits and Inspections Departments.

(7) Commitment of Water or Sewer Capacity. For all new development, water or sewer capacity shall be deemed committed upon the following circumstances:

- i. Individually Metered. For all dwelling units, structures or uses of land that will be individually metered, water or sewer capacity shall be committed for each individually metered dwelling unit, structure or use of land independently of all other individually metered dwelling units, structures or uses of land, and shall be deemed to be committed for a dwelling unit, structure or use of land when the assessed SDF for the dwelling unit, or for a nonresidential structure or other use of land the SDF for the water or sewer capacity, has been paid and a letter of commitment has been issued for the dwelling unit, structure or use of land.
- ii. Master-Metered. For all dwelling units, structures or uses of land that will be served by a master or common meter, water or sewer capacity will be committed for all dwelling units, structures and uses of land to be served by the common or master meter at the same time, and shall be deemed committed for all dwelling units, structures and uses of land to be served by the common or master meter when the assessed SDF for the master or common or master meter has been paid and a letter of commitment has been issued for all of the dwelling units, structures and uses of land to be served by the common or master meter.
- iii. Subdividing of Land. Where the subdivision of land will increase the capacity necessary to serve the subdivision without the construction or addition of residential units or structures, water or sewer capacity will be deemed committed when the assessed SDF for the subdivision has been paid and a letter of commitment has been issued for the subdivision.

(8) Utilization of SDFs and SDF Ordinance. The Utilities Director shall administer the assessment of SDFs and this Section 52-57, and shall ensure that the City Council is provided with sufficient financial information to allow the setting of appropriate financial policies. The Utilities Director shall establish and maintain records, which are consistent with the City of Hendersonville's annual budget, this Section 52-57 and the appropriate North Carolina statutes.

(9) Generally Applicable Provisions.

(a) The acquisition of water or sewer capacity through payment of a SDF is non-transferrable from parcel to parcel. A parcel shall mean a tract of land having its own legal description.

(b) Construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure which increases the number of units of service shall be assessed a SDF for the differential in service units using current rates in accordance with the most recently adopted fee schedule. Notwithstanding the foregoing, new development which does not increase the number of service units for a residential individually metered connection by more than 150% shall not be assessed a SDF reflecting the differential in service units. Construction, reconstruction, redevelopment, conversion, structural alteration, or relocation of any structure which decreases the number of units of service shall not be refunded a SDF for the differential in service units using current rates in accordance with the most recently adopted fee schedule.

(10) Completeness determination.

(a) Applicants shall submit applications under this Chapter in accordance with terms and requirements of this Chapter and the policies of the Hendersonville Utilities Department. *Until an application is determined to be complete an application has not been submitted.*



(b) On receiving an application under this Chapter, the Utilities Department personnel designated by the Utilities Director shall determine whether the application is complete or incomplete.

(c) On determining that the application is incomplete, the designated personnel shall, as appropriate, provide the applicant with written notice of the submittal deficiencies. The applicant may correct the deficiencies and resubmit the application for a completeness review. If the applicant fails to resubmit an application within thirty (30) consecutive calendar days after being first notified of submittal deficiencies, the application submittal shall be considered abandoned. The thirty (30) day period may be extended by the designated personnel.

(d) On determining that the application is complete, the designated Utilities Department personnel shall accept the application as submitted and provide the applicant with written notice of application submittal acceptance.

Section III. Adoption of the SDF Rate/Schedule of Fees

The City Council has elected to implement the SDF as recommended in the SDF Report prepared by Stantec Consulting Services, dated October 30, 2023. As part of the implementation, City Council has elected assess the fees in a phased approach. City Council may elect to adjust phased approach by amending this Ordinance, including the fee schedules below, or through the adoption of the annual budget ordinance.

Effective January 1, 2025 – June 30, 2025

Residential

Property Type	Water	Sewer	Combined
Residential – Individually Metered (Heated sq. ft.)			
<1,000	\$312	\$512	\$824
1,000 - 1,500	\$333	\$547	\$880
1,501 - 2,000	\$340	\$558	\$898
2,001 - 2,500	\$361	\$593	\$953
2,501 - 3,000	\$375	\$616	\$991
3,001 - 3,500	\$403	\$663	\$1,066
3,501 - 4,000	\$431	\$708	\$1,140
Over 4,000	\$498	\$818	\$1,316
Multi-Family per-unit Master-Metered	\$224	\$367	\$591
Mobile Homes per unit Master Metered Park	\$350	\$575	\$925

Non-Residential

Meter Size	Water	Sewer	Combined
3/4"	\$624	\$1,024	\$1,648
1"	\$1,039	\$1,707	\$2,746
1.5"	\$2,078	\$3,414	\$5,492
2"	\$3,325	\$5,463	\$8,788
3"	\$7,273	\$11,950	\$19,223
4"	\$13,092	\$21,509	\$34,601
6"	\$27,016	\$44,384	\$71,399
8"	\$58,187	\$95,596	\$153,783
10"	\$87,281	\$143,394	\$230,674

Effective July 1, 2025 – June 30, 2026

Residential

Property Type	Water	Sewer	Combined
Residential – Individually Metered (Heated sq. ft.)			
<1,000	\$624	\$1,024	\$1,648
1,000 - 1,500	\$666	\$1,094	\$1,760
1,501 - 2,000	\$680	\$1,117	\$1,796
2,001 - 2,500	\$722	\$1,185	\$1,907

Property Type	Water	Sewer	Combined
2,501 - 3,000	\$750	\$1,233	\$1,983
3,001 - 3,500	\$807	\$1,325	\$2,132
3,501 - 4,000	\$862	\$1,417	\$2,279
Over 4,000	\$996	\$1,637	\$2,633
Multi-Family per-unit Master-Metered	\$447	\$735	\$1,182
Mobile Homes per unit Master Metered Park	\$700	\$1,150	\$1,850

Non-Residential

Meter Size	Water	Sewer	Combined
3/4"	\$1,247	\$2,049	\$3,296
1"	\$2,078	\$3,414	\$5,492
1.5"	\$4,156	\$6,829	\$10,985
2"	\$6,650	\$10,925	\$17,575
3"	\$14,547	\$23,899	\$38,446
4"	\$26,184	\$43,018	\$69,203
6"	\$54,031	\$88,768	\$142,799
8"	\$116,374	\$191,192	\$307,566
10"	\$174,561	\$286,788	\$461,349

Effective July 1, 2026

Residential

Property Type	Water	Sewer	Combined
Residential – Individually Metered (Heated sq. ft.)			
<1,000	\$1,247	\$2,048	\$3,295
1,000 - 1,500	\$1,332	\$2,188	\$3,519
1,501 - 2,000	\$1,359	\$2,233	\$3,592
2,001 - 2,500	\$1,443	\$2,370	\$3,813
2,501 - 3,000	\$1,500	\$2,465	\$3,965
3,001 - 3,500	\$1,613	\$2,650	\$4,263
3,501 - 4,000	\$1,724	\$2,833	\$4,558
Over 4,000	\$1,992	\$3,273	\$5,265
Multi-Family per-unit Master-Metered	\$894	\$1,469	\$2,364
Mobile Homes per unit Master Metered Park	\$1,399	\$2,299	\$3,699

Non-Residential

Meter Size	Water	Sewer	Combined
3/4"	\$2,494	\$4,097	\$6,591
1"	\$4,156	\$6,828	\$10,984
1.5"	\$8,312	\$13,657	\$21,969
2"	\$13,300	\$21,850	\$35,150
3"	\$29,093	\$47,798	\$76,891
4"	\$52,368	\$86,036	\$138,405
6"	\$108,062	\$177,535	\$285,597
8"	\$232,748	\$382,383	\$615,131
10"	\$349,122	\$573,575	\$922,697

Section IV. It is the intention of the city council and it is hereby ordained, that the provisions of Sections I and II of this ordinance shall become and be made part of the Code of Ordinances, City of Hendersonville, North Carolina, and that sections of Section I and II of this ordinance may be renumbered to accomplish such intention.

Section V. Effective Date

This Ordinance shall be effective upon adoption and shall apply to all new development as defined in this ordinance.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

O. Interlocal Agreement for Tax Collection – Brian Pahle, Assistant City Manager

Resolution #R-24-30

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO EXECUTE AGREEMENT WITH HENDERSON COUNTY FOR THE INTERLOCAL AGREEMENT FOR TAX COLLECTION

WHEREAS, the City Council approved THE INTERLOCAL AGREEMENT FOR TAX COLLECTION five years ago, the “Contract”; and;

WHEREAS, the City Manager’s Office has negotiated an extension of this Contract for an additional two years; and

WHEREAS, it is in the best interest of the City’s customers and citizens to have an ease of use of a single tax bill; and

WHEREAS, the City and County agree this Interlocal Agreement shall continue for two (2) years, from July 1, 2024 to June 30, 2026, unless terminated pursuant to the terms herein; and

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

1. The Contract is to be executed with Henderson County for tax collections effective the 1<sup>st</sup> day of July 2024.
2. The City Manager is authorized to negotiate and enter into an agreement with Henderson County on behalf of the City in such form and with such provisions as he may deem appropriate, after consultation with the City Attorney, provided that the price may not be changed without approval from the City Council.
3. The City Manager, City Attorney, and City Staff are authorized to take such other actions as may be necessary to carry out the terms and provisions of the agreement as entered and signed by the City Manager.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

P. Approval of Sustainability & Energy Efficiency Policy – Caitlyn Gendusa, Public Works Superintendent Sustainability Manager

Resolution #R-24-31

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO ADOPT THE SUSTAINABLE FACILITIES POLICY

WHEREAS, the City of Hendersonville City Council adopted Resolution R-21-53 recognizing core values and beliefs that include environmental sustainability as an important consideration for all projects and programs; and

WHEREAS, The purpose of this policy is to incorporate green building standards into all new and renovated facilities constructed and owned by the City of Hendersonville to demonstrate the City’s commitment to sustainable building design in its own building practices and policies; and

WHEREAS, there continue to be opportunities to save Hendersonville taxpayers money by improving the energy efficiency of City buildings, reducing fuel usage by incorporating electric vehicle infrastructure, and reducing water usage by purchasing water efficiency fixtures.

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

- 1. The Sustainable Facilities Policy, is hereby approved.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

**Q. NCDOT Highway 64 Water & Sewer Improvement Project #18140 COP & RR – Adam Murr, Budget Manager**

Resolution #R-24-32

**HENDERSONVILLE, NORTH CAROLINA  
DECLARATION OF OFFICIAL INTENT TO REIMBURSE**

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

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

**Expenditures to be Incurred.** The Issuer anticipates incurring expenditures (the "Expenditures") for EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE NCDOT HIGHWAY 64 WATER AND SEWER IMPROVEMENT PROJECT (#18140), ORDINANCE #O-24-14 (the "Project(s)").

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

**Maximum Principal Amount of Debt to be Issued.** The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is \$1,817,000

**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 2<sup>nd</sup> day of May, 2024.

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

**6. PRESENTATIONS**

**A. Proclamation – Historic Preservation Month – Barbara Volk, Mayor**

Mayor Volk read the proclamation aloud and presented it to Crystal McCauley and Jane Branigan.

**A PROCLAMATION FOR NATIONAL HISTORIC PRESERVATION MONTH IN  
HENDERSONVILLE, NC**

**WHEREAS**, Historic Preservation is an effective tool for managing growth, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability, *and*

**WHEREAS**, The historic houses and buildings of Hendersonville help make our City unique and provide links with the aspirations and attainments of the City’s pioneers and their descendants, *and*

**WHEREAS**, These fine examples of Nineteenth and Twentieth century buildings contribute to an appreciation of our heritage, *and*

**WHEREAS**, Historic Preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds, *and*

**WHEREAS**, It is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people, *and*



**WHEREAS**, Historic Preservation Month can instill awareness of the local historically significant buildings and landmarks to the residents of Hendersonville and surrounding communities; and

**NOW, THEREFORE**, I, Barbara Volk, Mayor of the City of Hendersonville, North Carolina, on behalf of the City Council, do hereby acknowledge May to be Historic Preservation month in the City of Hendersonville and call upon our fellow citizens to recognize and participate in this special observance. Our work to protect our community heritage proves that in Hendersonville we are “One Team One Goal.”

Proclaimed this the 2<sup>nd</sup> day of May, 2024.

**B. Proclamation – Drinking Water Week, May 5<sup>th</sup> – 11<sup>th</sup>, 2024 – *Barbara Volk, Mayor***

Mayor Volk read the proclamation aloud and presented it to Adam Steurer, Utilities Director

Proclamation

**WHEREAS**, water is our most valuable natural resource; and

**WHEREAS**, drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for the quality of life our citizens enjoy; and

**WHEREAS**, tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

**WHEREAS**, the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking water or a member of a pipe crew maintaining the infrastructure communities rely on to transport high quality drinking water from its source to consumers’ taps; and

**WHEREAS**, the coronavirus pandemic has shone a light on the importance of drinking water for health, hydration and hygiene needs; and

**WHEREAS**, we are all stewards of the water infrastructure upon which current and future generations depend; and

**WHEREAS**, the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water by familiarizing themselves with it;

**NOW, THEREFORE**, be it resolved that by virtue of the authority vested in me as Mayor of the City of Hendersonville, I do hereby proclaim May 5-11, 2024, as Drinking Water Week.

**PROCLAIMED** this 2<sup>nd</sup>, day of May, 2024.

**C. Proclamation – National Police Week – *Barbara Volk, Mayor***

Mayor Volk read the proclamation aloud and presented it to Chief Myhand and other police officers in attendance. Councilwoman Lowrance asked to have a moment of silence for all of the fallen police officers.

**National Police Week  
May 12, 2024 – May 18, 2024**

**WHEREAS**, Police Officers around the nation understand the tremendous responsibility bestowed upon them in protecting the freedom and liberty of all citizens; and

**WHEREAS**, the men and women of the Hendersonville Police Department are dedicated to protecting and treating all City residents and visitors with respect and dignity against deception, violence, and disorder; and

**WHEREAS**, the residents and visitors of the City of Hendersonville recognize the dangers of the law enforcement profession and understand the difficulties in performing the duties and responsibilities of a law enforcement officer in the State of North Carolina; and

**WHEREAS**, more than 800,000 law enforcement officers serve communities across the United States, including the 47 sworn police officers of the Hendersonville Police Department; and

**WHEREAS**, while Officers are ever vigilant, 118 Police Officers died in the line of duty in 2023 amounting to over 24,000 line of duty deaths since the first death was recorded in 1786; and

**NOW, THEREFORE**, I, Barbara Volk, Mayor of the City of Hendersonville, and City Council Members, do hereby proclaim May 12, 2024 – May 18, 2024 as

**“National Police Week”**

in the City of Hendersonville and honor the service of all law enforcement officers and the sacrifices of the men and women killed in the line of duty in 2023 while safeguarding our communities and defending our democracy and call upon all people to show support to the law enforcement officers who devote themselves to delivering exceptional service to this community and in communities across this great nation.  
**PROCLAIMED** this 2<sup>nd</sup> day of May, 2024.

**D. Proclamation – Public Service Recognition Week – *Barbara Volk, Mayor***

Mayor Volk read the proclamation aloud and presented it to several public service employees that were in attendance.

**Proclamation  
Public Service Recognition Week**

**Designating the week of May 5 -11, 2024 as “ Public Service Recognition Week”**

**WHEREAS**, Americans are served every single day by public servants at the federal, state, county and city levels; and

**WHEREAS**, the public employees of the City of Hendersonville are committed to exhibiting the highest standards of professional excellence, creativity, skill, and customer service; and

**WHEREAS**, in often difficult circumstances, our civil servants work to protect and improve the quality of life for our residents, businesses, and visitors; and

**WHEREAS**, the efficiency of government relies on public employees who provide services in the quality and quantity required and expected by the public; and

**WHEREAS**, the City of Hendersonville recognizes the generous contributions of time and talent by public employees, and the importance of the services they render; and

**WHEREAS**, Public Service Recognition Week has been celebrated the first week of May since 1985 to honor those who serve our nation as federal, state, county, and local government employees.

**NOW, THEREFORE**, I, Barbara G, Volk, Mayor of the City of Hendersonville, North Carolina, herby proclaim May 5-11, 2024 as Public Service Recognition Week and encourage all citizens to join in appreciation of our public employees past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities.

**PROCLAIMED** this 2<sup>nd</sup> day of May, 2024

**E. NC3C Excellence in Communications – *Allison Justus, Communications Manager***

Communications Manager Allison Justus recognized Communications Coordinator Brandy Heatherly and said that the North Carolina City & County Communicators (NC3C) recognized Brandy Heatherly and the City of Hendersonville with an Excellence in Communications award at their 2024 conference held April 10-12 in Concord, NC. NC3C Excellence in Communications Awards recognize great local government communicators and foster achievement among members by showcasing top-level work. The City of Hendersonville won first place in the ‘Best Use of Humor’ category for a social media post on April Fool’s Day showcasing the Hendersonville Fire Department’s use of pool noodles as an addition to their firefighting equipment.







**F. Recognition of Allison Justus – Brian Pahle, Assistance City Manager**

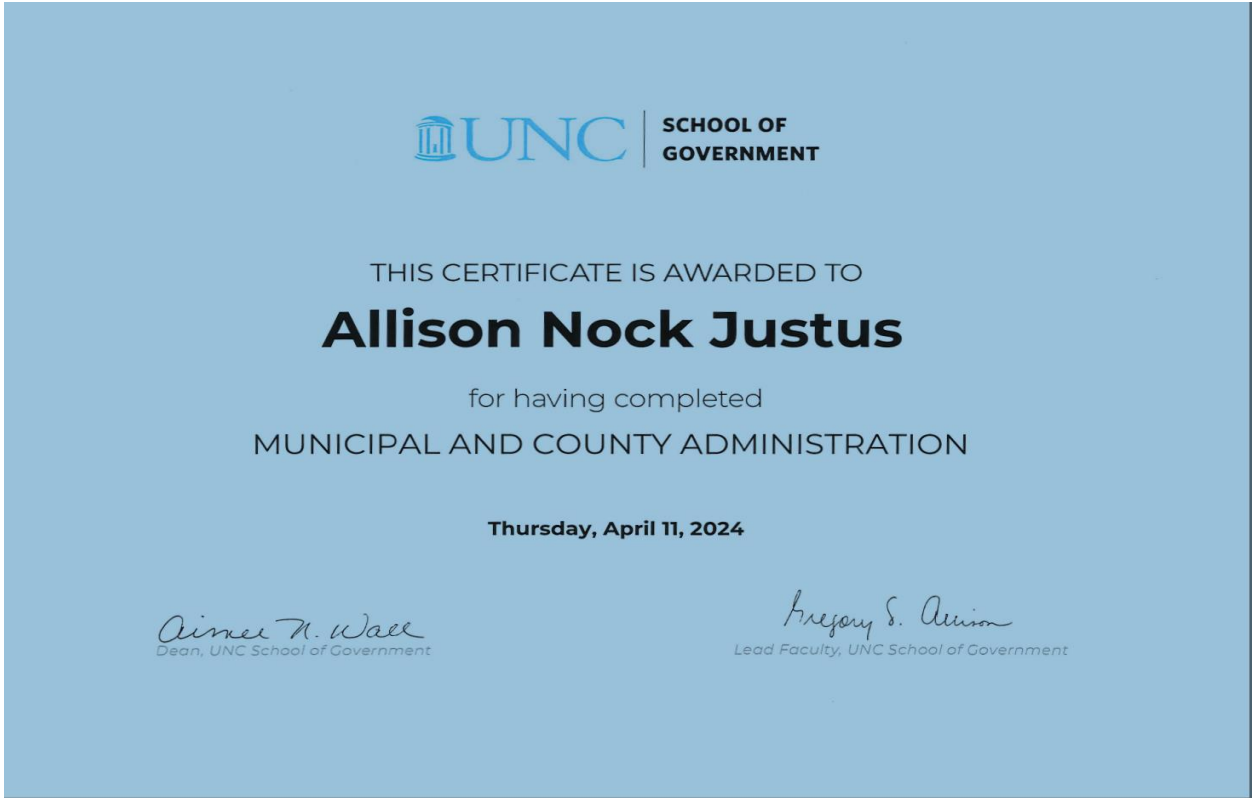
Assistant City Manager Brian Pahle recognized Communications Manager Allison Justus for completing the Municipal and County Administration course at the UNC School of Government.



This course has been available to public servants in North Carolina since 1954 and has more than 3,700 alums. Course participants learn the roles, rules, and operations of city and county governments in North Carolina and become part of a broad network of local government peers. This comprehensive application-based program takes place over eight months. Participants are city and county managers, department heads, and city and county officials whose responsibilities require an understanding of the functions of multiple specialization areas.

Major subject areas include:

- Local government law
- Organization and management
- Finance and budgeting
- Public employment law
- Planning and regulation development
- Municipal and county services



**G. Quarterly MVP Recipients – John Connet, City Manager**

*City Manager Connet, read aloud why each MVP was chosen.*

Quarterly MVPs

January – March 2024

The Service Excellence Design Team voted on the 24 MVPs submitted and the following three received the highest votes.



Saved to T: Drive

**Brandy Heatherly (Adm), Andy Brogden (PW) and Steve Alverson (HR)**

In an effort to have employees take responsibility for their fleet vehicles and discover any safety hazards, Steve Alverson, Safety & Risk Manager, enlisted Andy Brogden, Fleet Manager, to shoot a video that demonstrates a complete vehicle check. Brandy Heatherly, Communications Coordinator, did the filming and editing and it was sent out to all employees to watch. Great job!!!

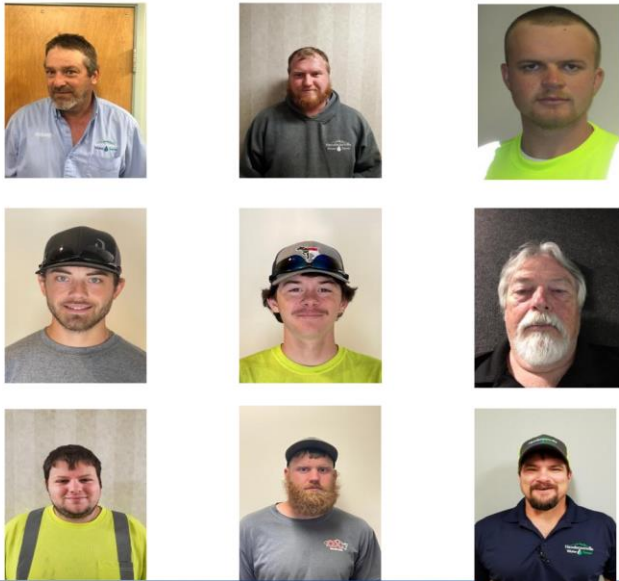


**Brandon Roberts & Joel Hart (Engineering)**

On 3/25, water customers on Highland Lake Rd were left unexpectedly without water, including a dermatologist and their patients. Joel and Brandon met with the dermatologist's team to determine the course of action that would be most helpful to the dermatologist and patients, then communicated with work crews to complete their work accordingly. In the meantime, seeing that the practice was in need of water, Joel and Brandon took the initiative to purchase and deliver 10 gallons of water. MVPs!

**Richard Ledford, Brian McCall, Dylan Ward, Steven Galloway, Dawson Heatherly, JR Blackwell, Morgan Osteen, Clarence Gilbert, Tim Sexton (WS)**

During a site visit, Mike Huffman discovered a sewer service lateral that had broken and was discharging into a stream. These guys were out there the next morning to reconnect the sewer lateral to a nearby manhole and eliminate the discharge to the creek. This work would typically be done by a private plumber because it was on the customer's side of the cleanout. However, Tim and his team worked with the property owner to get the problem resolved quickly at no cost to the customer. They also relocated the sewer service away from the stream so that we could more easily restore the streambank in the future.



**H. Recognition of Mike Huffman’s Certification as a Floodplain Manager – Brendan Shanahan, City Engineer**

Brendan Shanahan explained that Michael Huffman, Stormwater Division Manager, after eight years dedicated to the City of Hendersonville’s stormwater resources, has expanded his area of expertise by becoming a Certified Floodplain Manager. The Association of State Floodplain Managers (ASFPM) provides this certification program to establish a level of competence for the Nation’s floodplain managers. Having achieved this certification, Mike has been sworn in as the City of Hendersonville’s Floodplain Manager in addition to the many other roles by which he serves the community. We’re proud of the work he has done and look forward to the positive contributions that are to come.

## City of Hendersonville Floodplain Administrator

I, **Michael S. Huffman**, do solemnly and sincerely swear that I will support and maintain the Constitution and laws 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, Mike Huffman, do swear that I will well and truly execute the duties of the office of the City of Hendersonville Floodplain Administrator according to the best of my skill and ability, according to law, so help me God.

  
Michael S. Huffman

(SEAL)



Sworn to before me this the 1<sup>st</sup> day of February, 2024.

  
Jill Murray, City Clerk  
City of Hendersonville, NC

### I. Hand's On! Children's Museum – Joseph Knight, CEO

Joseph Knight gave a brief PowerPoint presentation and thanked the Council for their leadership and for supporting the museum and asked for \$42,000 to sustain the People's Museum and Walk of Fame project. In addition to supporting the operating costs for the monthly lease, City funding is also used to leverage other funding sources that support the museum. IN addition they will be adding a new display this year as they received a special artifact that is over 100 years old that visually tells the unique story of the underground railroad.







BLACK HISTORY MONTH



BLACK HISTORY MONTH



FIELD TRIPS

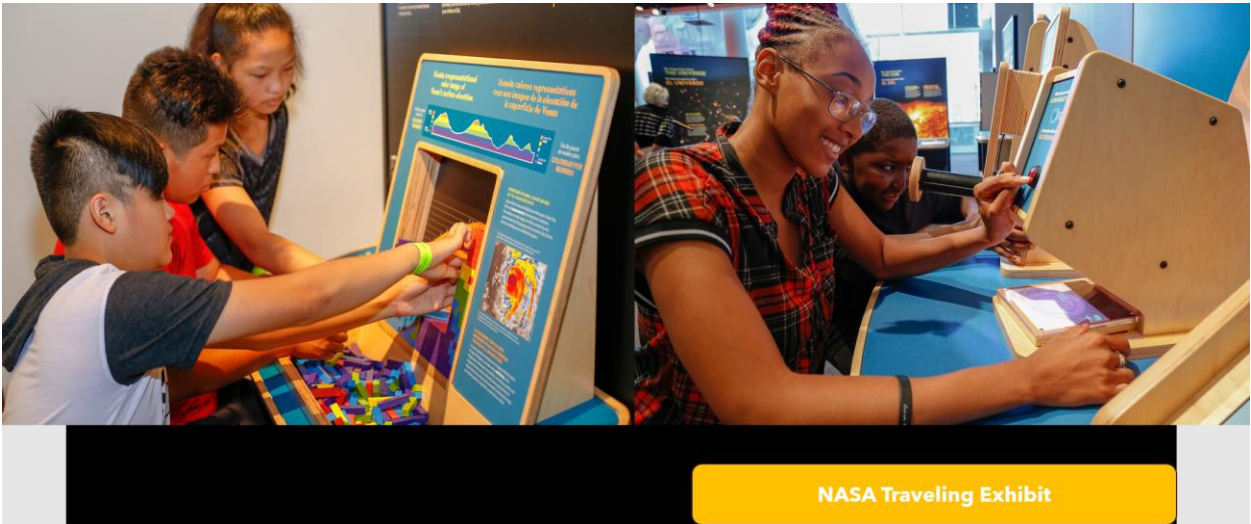












## 7. PUBLIC HEARINGS

### A. Rezoning: Conditional Zoning District – Osceola Inn Adaptive Reuse (P23-70-CZD) – Matthew Manley, AICP Strategic Projects Manager

Matt explained that the City of Hendersonville is in receipt of an application for a Conditional Zoning District from Fiona McColley of BL Corp of NC for the property located at 159 Osceola Rd (PIN: 9568-31-5964). The current zoning of the historic property is R-15 in the ETJ. The applicant is requesting to reuse the existing Osceola Inn for a 20-room hotel with conference/event space and café and 26-multi-family apartment/condo units. This is considered an ‘Adaptive Reuse’ which is permitted in the R-15 Conditional Zoning District (CZD).

The 3.75 Acre property and its associated structures would be rehabilitated. No new buildings are proposed to be constructed. The current site arrangement accommodates 42 parking spaces. The applicant will expand parking as needed (min 53) up to the amount shown on the site plan (67). Tree credits will be used to meet landscaping requirements. The existing Bradford Pears on the property are proposed to be removed.

The Inn was originally constructed in 1909 and was utilized for its original purpose until the early 2000s. Most recently the historic structure served as Heartwood Refuge which was categorized as Religious Institution. The R-15 zoning was likely applied when the surrounding area was added to the City’s ETJ in 1996.

At their meeting on April 11, 2024, the Planning Board voted unanimously to recommend approval of the CZD request.

Fiona McCally introduced herself as the applicant and was there to answer any questions.

The public hearing was opened at 6:44 p.m.

#### **Public Comments:**

Via Zoom: Ken Fitch spoke in favor of the proposed historic property rezoning.

The public hearing was closed at 6:47 p.m.

***Council Member Melinda Lowrance moved that City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject property (PIN: 9568-31-5964) from R-15 (Medium Density Residential) to R-15 CZD (Medium Density Residential - Conditional Zoning District) based on the site plan and list of conditions submitted by and agreed to by the applicant, [dated February 5, 2024,] and presented at this meeting and subject to the following:***

***1. The development shall be consistent with the site plan, including the list of applicable conditions contained therein, and the following permitted uses:***

- 1. Adaptive Reuse including:***
  - a) Hotel with:***
    - 20 Guest Rooms*
    - Event & Conference Space*
    - Café*
  - b) Residential, Multi-Family***
    - 26 - 1 & 2 Bedroom Units*

***(2). The petition is found to be consistent with the City of Hendersonville 2030 Comprehensive Plan based on the information from the staff analysis and because:***

***The adaptive reuse of an historic structure aligns with strategies in the 2030 Comprehensive Plan including Strategy CR-1.5.***

***(3). Furthermore, we find the petition to be inconsistent with the Future Land Use Map based on the following:***

***The Medium Intensity Neighborhood Future Land Use designation does not recommend any commercial uses or multi-family uses on local streets.***

*(4). Therefore we recommend designating the Future Land Use of the parcel as:*

*Neighborhood Activity Center where multi-family residential, pedestrian amenities (plazas, outdoor seating, etc.) and mixed uses are secondary recommended land uses.*

*(5). We find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:*

- 1. The proposed use satisfies the Supplementary Standards for ‘Adaptive Reuse’.*
- 2. The proposed use as a hotel aligns with the original use of the property.*
- 3. The historic structure and its use as an inn predate the surrounding single-family land uses.*
- 4. The scale of the proposed reuse will not negatively impact the surrounding neighborhood.*
- 5. The proposed rezoning will allow for preservation of the historic structure, into which reinvestment is greatly needed.*

Ordinance #O-24-15

**AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HENDERSONVILLE FOR PARCELS POSSESSING PIN NUMBER: 9568-31-5964 BY CHANGING THE ZONING DESIGNATION FROM R-15 (MEDIUM DENSITY RESIDENTIAL) TO R-15 CZD (MEDIUM DENSITY RESIDENTIAL - CONDITIONAL ZONING DISTRICT)**

IN RE: Parcel Numbers: 9568-31-5964  
Addresses: 159 Osceola Rd  
Hendersonville Connections: (File # P23-70-CZD)

**WHEREAS**, the City is in receipt of a Conditional Rezoning application from applicant and property owner, Fiona McColley of BL Corp of NC, for an adaptive reuse within an existing structure at 159 Osceola Rd, and

**WHEREAS**, the Planning Board took up this application at its regular meeting on April 11, 2024; voting 7-0 to recommend City Council approve an ordinance amending the official zoning map of the City of Hendersonville, and

**WHEREAS**, City Council took up this application at its regular meeting on May 2, 2024, and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Hendersonville, North Carolina:

1. Pursuant to Article XI of the Zoning Ordinance of the City of Hendersonville, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of the following: Parcel Number: 9568-31-5964, changing the zoning designation from R-15 (Medium Density Residential) to R-15 CZD (Medium Density Residential - Conditional Zoning District)
2. Development of the parcel pursuant to this Ordinance is subject to the following.
  - a. Development shall comply with the site plan submitted by the applicant dated February 5, 2024, including the conditions listed therein, [and/or as modified and presented to City Council][and/or including modifications approved by City Council which shall be added to the site plan. The updated site shall be submitted to the City at or before the applicant’s execution of this Ordinance].
  - b. Permitted uses shall include:
    - i. Hotel
      1. 20 Guest Rooms
      2. Event & Conference Space
      3. Café
    - ii. Residential, Multi-Family
      1. 26 - 1 & 2 Bedroom Units
  - c. Additional conditions that shall be satisfied prior to final site plan approval include:
3. Except where modified by the terms of this Ordinance, development of the parcel(s) shall occur in accordance with the final site plan requirements of Article VII of the Zoning Ordinance of the City of Hendersonville, North Carolina.
4. Except where explicit relief is granted by the terms of this Ordinance, the development of the parcel(s) shall occur in accordance with all applicable standards within local ordinances and policies.



This ordinance shall be not be effective until the list of use(s) and conditions, established herein, is consented to in writing by the applicant and all owners of the subject property. Upon such written consent, this ordinance shall be effective retroactive to the date of its adoption.

Adopted this 2<sup>nd</sup> day of May, 2024.

/s/Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

**B. Rezoning: Standard Rezoning – Hope Creek + Powell St. (P24-17-RZO) – Matthew Manley, Strategic Projects Manager**

Matt explained that the City of Hendersonville is in receipt of a Zoning Map Amendment application from Paco Hernandez of Paco Properties, LLC (owner) for two parcels (PINs: 9578-36-6473 & 9578-36-8361) totaling 4.68 Acres located along Powell St in the Barker Heights area near Jackson Park. The properties are currently zoned R-15, Medium Density Residential. The petitioner is requesting that the two parcels be rezoned to R-6, High Density Residential. The subject property is outside of the corporate city limits and located in the City's ETJ. As the crow flies, the properties are approximately 1 mile from downtown Hendersonville.

The R-6 Zoning District has a minimum lot size of 6,000 Sq Ft (10,000 Sq Ft for Duplex) and allows a density of 8.5 Units/Acre for Minor Planned Residential Development. The current R-15 Zoning District has a minimum lot size of 15,000 Sq Ft (22,500 Sq Ft for Duplex) and allows a density of 3.75 Units/Acres for Minor PRD. If rezoned, there will not be a binding site plan, list of uses or conditions placed on the site. All permitted uses within the R-6 district would be allowed on the site. The City of Hendersonville Zoning Ordinance states that, during a standard rezoning process, an applicant is prohibited from discussing the specific manner in which they intend to develop or use a site. At their meeting on April 11, 2024, the Planning Board voted unanimously to recommend approval of the rezoning request.

The public hearing was opened at 7:00 p.m.

**Public comments:**

**Via Zoom:**

Lynn Williams didn't speak for or against the project but spoke about things to look out for as it is a very sensitive area, i.e. flooding and is happy about stream protection.

Ken Fitch didn't speak for or against the project but he also spoke about possible flooding as well as Conserving Carolina that has a conservation area nearby.

The public hearing was closed at 7:04 p.m.

***Council Member Melinda Lowrance moved that City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject property (PINs: 9578-36-6473, 9578-36-8361) from R-15 Medium Density Residential to R-6, High Density Residential based on the following:***

***1. The petition is found to be consistent with the City of Hendersonville 2030 Comprehensive Plan based on the information from the staff analysis and because:***

***The Goals & Strategies of LU-7 "High-Intensity Neighborhood" calls for primary recommended land uses which align with the proposed R-6 Zoning***

***2. Furthermore, we find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:***

- 1. R-6 zoning aligns with and maintains the primary single-family character of the neighborhood***
- 2. R-6 zoning allows for a more efficient use of land.***
- 3. R-6 zoning is less dense than some existing land uses in proximity of the subject property.***

Ordinance #O-24-16

**AN ORDINANCE OF THE CITY OF HENDERSONVILLE CITY COUNCIL TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF HENDERSONVILLE FOR CERTAIN PARCELS (POSSESSING PIN NUMBERS 9578-36-6473, 9578-36-8361) BY CHANGING THE ZONING DESIGNATION FROM R-15 MEDIUM DENSITY RESIDENTIAL TO R-6, HIGH DENSITY RESIDENTIAL**

IN RE: Parcel Numbers: 9578-36-6473, 9578-36-8361  
Hope Creek + Powell St (File # P24-17-RZO)

**WHEREAS**, the Planning Board took up this application at its regular meeting on April 11<sup>th</sup>, 2024; voting 7-0 to recommend City Council adopt an ordinance amending the official zoning map of the City of Hendersonville, and

**WHEREAS**, City Council took up this application at its regular meeting on May 2<sup>nd</sup>, 2024, and

**WHEREAS**, City Council has found that this zoning map amendment is consistent with the City’s comprehensive plan, and that it is reasonable and in the public interest for the reasons stated, and

**WHEREAS**, City Council has conducted a public hearing as required by the North Carolina General Statutes on May 2<sup>nd</sup>, 2024,

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Hendersonville, North Carolina:

- 1. Pursuant to Article XI of the Zoning Ordinance of the City of Hendersonville, North Carolina, the Zoning Map is hereby amended by changing the zoning designation of the following: Parcel Numbers: 9578-36-6473, 9578-36-8361, By Changing the zoning designation from R-15 Medium Density Residential to R-6, High Density Residential.
- 2. Any development of this parcel shall occur in accordance with the Zoning Ordinance of the City of Hendersonville, North Carolina.
- 3. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted this 2<sup>nd</sup> day of May, 2024.

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

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

**A. Approval of Sustainability Strategic Plan** – *Caitlyn Gendusa, Public Works Superintendent Sustainability Manager*

*Council Member Lyndsey Simpson moved that the City Council approve the resolution to adopt the Sustainable Facilities Policy as presented. A unanimous vote of the Council followed. Motion carried*

Resolution #R-24-31

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO ADOPT THE SUSTAINABLE FACILITIES POLICY**

**WHEREAS**, the City of Hendersonville City Council adopted Resolution R-21-53 recognizing core values and beliefs that include environmental sustainability as an important consideration for all projects and programs; and

**WHEREAS**, The purpose of this policy is to incorporate green building standards into all new and renovated facilities constructed and owned by the City of Hendersonville to demonstrate the City’s commitment to sustainable building design in its own building practices and policies; and

**WHEREAS**, there continue to be opportunities to save Hendersonville taxpayers money by improving the energy efficiency of City buildings, reducing fuel usage by incorporating electric vehicle infrastructure, and reducing water usage by purchasing water efficiency fixtures.

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

1. The Sustainable Facilities Policy, is hereby approved.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

**B. Approval of Environmental Sustainability Board’s Sustainability Station – Virginia Tegal, Environmental Sustainability Board Member**

Virginia Tegal presented the following PowerPoint presentation.



## Sustainability Demonstration Station

*Virginia Tegal, Board member*



### YES! IN MY BACKYARD:

A Home Composting Guide for Local Government

by Brenda Platt and Colton Fagundes

INSTITUTE FOR  
Local Self-Reliance

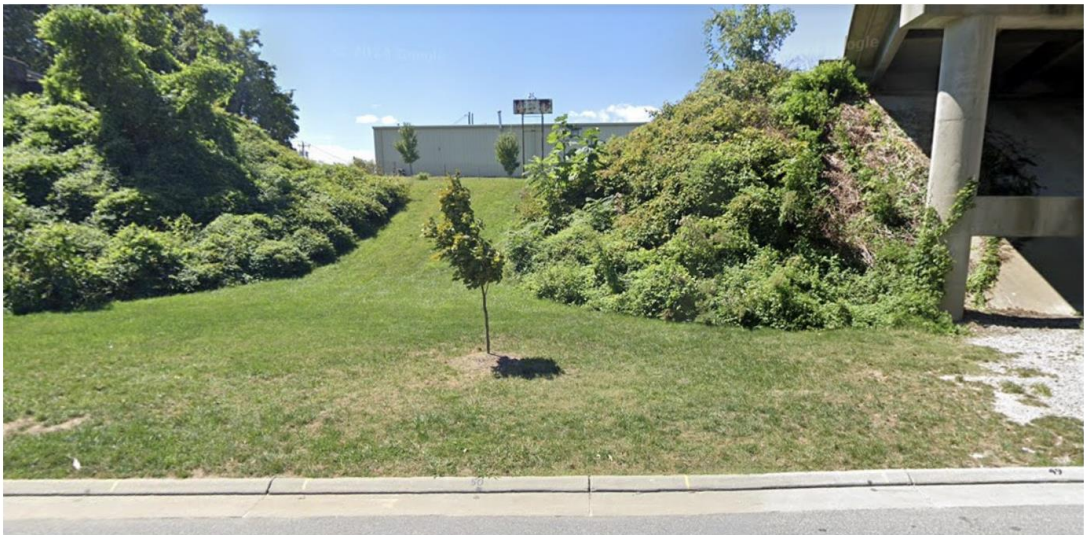
May 2018  
WWW.ILSR.ORG



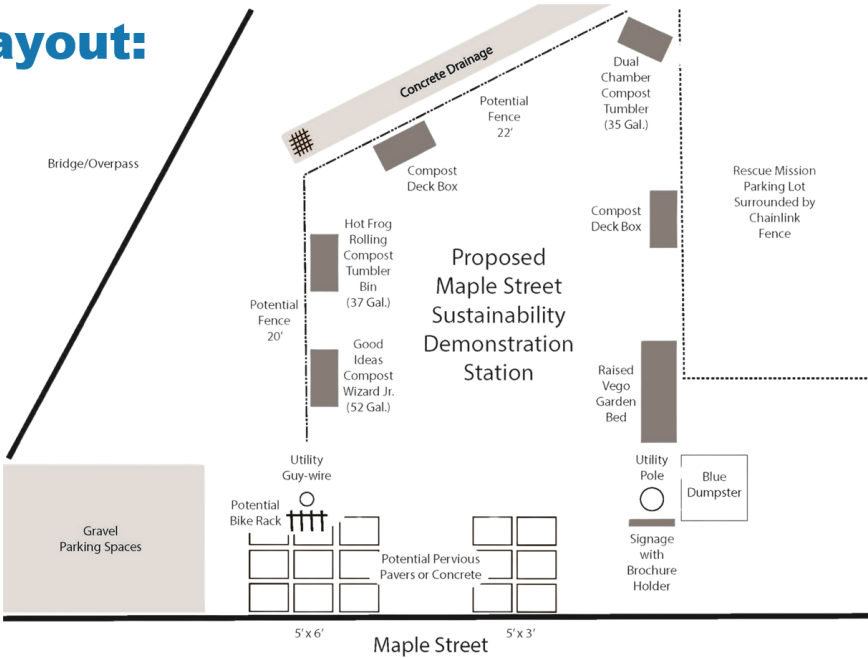
Overview:

- Spearheaded by the Environmental Sustainability Board
- Purpose: Demonstrates multiple sustainability practices community members can implement at their own homes with a focus on composting
- Will offer the City’s first small scale community compost drop off location
- Addresses recent Sustainability Strategic Plan survey feedback which showed 81% of respondents voted they are interested in City compost programs
- Approximate date of completion: June 2024 for phase 1
  - Phase 2 to include bike rack, bench, and fencing

Site Location:



Proposed Layout:



Work Plan:

- Environmental Sustainability Board
- Liaison with Rescue Mission
  - Liaison with Blue Ridge Bicycle Club
  - Site design
  - Prepare site (along with City)
  - Installation of compost bins
  - Maintenance
  - Organize educational demos

- City
- Ordering
  - Provide mulch & compost (if available)
  - Install permeable pavement
- Outside company
- Sign creation and installation



Example of educational signage at site:



*Council Member Lyndsey Simpson moved that the City Council approve the Environmental Sustainability Board’s Sustainability Station. A unanimous vote of the Council followed. Motion carried*

C. Resolution of Support for The Lofts at Chadwick – John Connet, City Manager

City Manager Connet explained that WDT Development, LLC is applying for low income tax credits for their 60 unit senior housing project on Greenville Highway. There is a critical need for affordable housing units in Hendersonville. The City Council ask staff to develop a resolution of support for this project.

*Council Member Jennifer Hensley moved that the City Council adopt the resolution supporting the low income tax credit application for The Lofts at Chadwick. A unanimous vote of the Council followed. Motion carried*

Resolution #R-24-34

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO SUPPORT THE FEDERAL TAX CREDIT APPLICATION FOR THE LOFTS AT CHADWICK DEVELOPMENT

**WHEREAS**, WDT Development, LLC has submitted a federal tax credit application to the North Carolina Housing Finance Agency for The Lofts at Chadwick, Application #APP24-0031; and

**WHEREAS**, The Lofts at Chadwick consists of sixty (60) senior low income multi-family housing units on Greenville Highway; and

**WHEREAS**, the Bowen Research Report indicates that Henderson County has 99.8% occupancy rate for multi-family projects, 453 families on rental housing wait lists and 42.8% of renters are cost burdened; and



**WHEREAS**, the City Council has a core belief that it must pursue and provide opportunity for responsible growth in order to generate affordable housing options and reduce the impacts of high cost of living within our community.

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

- 1. The City Council supports WDT Development, LLC’s application for federal tax credits and requests that the North Carolina Housing Finance Agency give the application serious consideration for approval.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

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

**D. Community Development Block Grant Update – Angie Beeker, City Attorney**

City Attorney Angie Beeker along with Susan Frady, Executive Director for the Housing Assistance Corporation, gave an update on the 7<sup>th</sup> Avenue Revitalization Project. This is a partnership at the federal, state and local level and non-profit level. We have involved Housing Assistance Corp., who is a sub-recipient of the grant funds and also a contributor of affordable housing. We have the U.S. Department of Urban Housing and Development who is a funder. We have the North Carolina Department of Commerce who is a funder and lastly we have contracted with Land of Sky who is our regional Council of Government (COG) to help administer the grant.





### Community Development Block Grant Project

- Application submitted August 25, 2020
- Was part of the larger 7<sup>th</sup> Avenue Revitalization Project

“The City of Hendersonville’s 7<sup>th</sup> Avenue Revitalization Project promotes sustainability and resiliency through a comprehensive plan by addressing community housing and infrastructure needs such as sidewalks and housing rehabilitation in a low income population area. Outside of the CDBG, the City of Hendersonville is also addressing water and sewer needs through N.C. Division of Water Infrastructure grant, and is working with [Housing Assistance Corporation] to provide affordable single family housing options.”

- Goals:
  - Promote equitable, affordable housing
  - Values communities and neighborhoods
  - Provide walkability
  - Support the economy of the 7<sup>th</sup> Avenue District.







## Community Development Block Grant Project

- Neighborhood Revitalization Program Grant - \$750,000
- Administered by the NC Dept of Commerce, REDD
  - Construct Sidewalks
  - Renovate Four Homes
    - 620 Jonas
    - 702 Jonas
    - 647 Cherry
    - 640 Cherry

HOUSING  
ASSISTANCE



## Additional Project Components

- Public Water Upgrades
- Public Sewer Upgrades
- HAC Home Construction
  - 664 Beech
  - 674 Beech

HOUSING  
ASSISTANCE



## Community Investment:

Sidewalks  
Public Water  
Public Sewer  
Homes


HOUSING  
ASSISTANCE



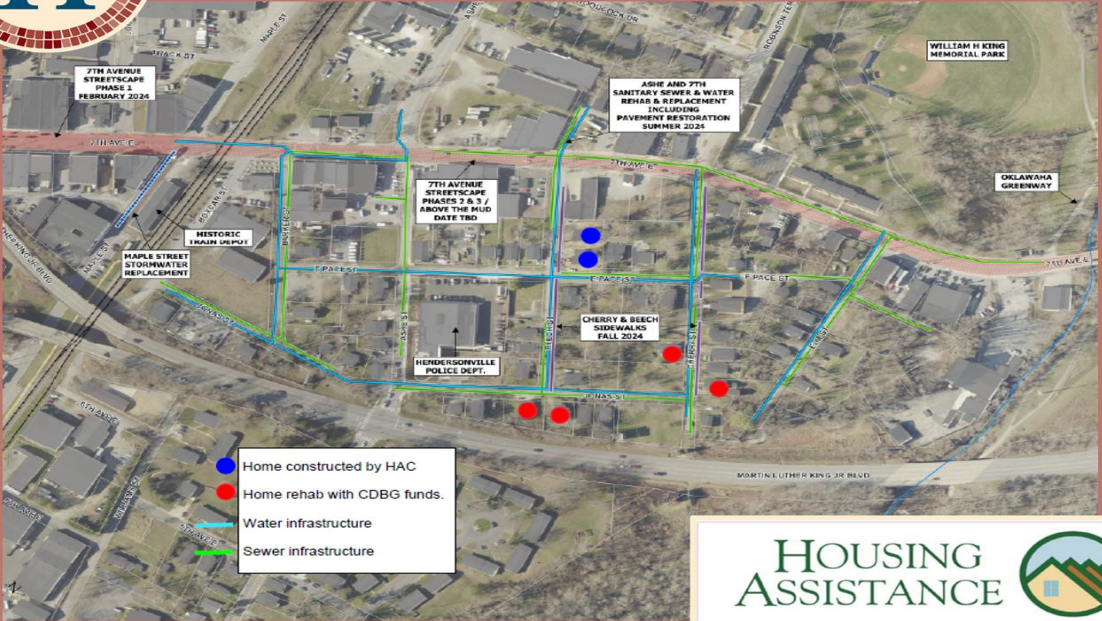


# Community Investment: The Sidewalks






# Community Investment: Public Water and Sewer, Homes



HOUSING ASSISTANCE





# Home Rehabilitation

HOUSING ASSISTANCE







## Home Rehabilitation

### Four Homes

- 620 Jonas
- 702 Jonas
- 647 Cherry
- 640 Cherry

HOUSING  
ASSISTANCE



### 620 Jonas Street - Before



HOUSING  
ASSISTANCE



### 620 Jonas Street - Before



HOUSING  
ASSISTANCE







## 620 Jonas Street - After



HOUSING  
ASSISTANCE



## 620 Jonas Street - After



HOUSING  
ASSISTANCE



## 620 Jonas Street Summary of Improvements

- New siding and insulation
- New roof
- New engineered support structure
- New back deck and front porch
- New central heat and air
- New flooring
- Kitchen and bathroom improvements

**Total Cost: \$122,024**

HOUSING  
ASSISTANCE







## 702 Jonas Street - Before



HOUSING  
ASSISTANCE



## 702 Jonas Street - Before



HOUSING  
ASSISTANCE



## 702 Jonas Street Summary of Improvements

- New roof
- New landing and steps (back porch)
- Front Porch Repair
- Repair ceilings, subfloors
- New insulation
- New flooring

**Total Cost (Est):  
\$164,000**

HOUSING  
ASSISTANCE







## 647 Cherry - Before



HOUSING  
ASSISTANCE



## 647 Cherry - Before



HOUSING  
ASSISTANCE



## 647 Cherry Street Summary of Improvements

- New roof
- New back porch
- Drainage improvements
- Interior Painting
- Bathroom and kitchen improvements
- New insulation
- New HVAC

**Total Cost (Est):  
\$197,000**

HOUSING  
ASSISTANCE







## 640 Cherry - Before



HOUSING  
ASSISTANCE



## 640 Cherry Street Summary of Improvements

- New roof
- Insulation improvements
- Drainage improvements
- Porch and window repairs
- Minor electrical work
- Bath and kitchen improvements

**Total Cost (Est):**  
**\$45,000**

HOUSING  
ASSISTANCE



HOUSING  
ASSISTANCE



# Home Construction

HOUSING  
ASSISTANCE



664 Beech St



Tax Value:  
\$293,000

HOUSING  
ASSISTANCE



674 Beech St



Tax Value:  
\$266,600




7<sup>th</sup> Avenue  
Revitalization Project:  
Funding

HOUSING  
ASSISTANCE







# Home Rehabilitation Funding Gap

<b>Home Rehab</b>	
CDBG-NR	200,775
City ARP Funds	130,000
Expenses to Date	-122,740
Estimated	
Remaining Costs	-398,716
<b>Funding Gap</b>	<b>-\$190,681.00</b>
<b>Admin</b>	
CDBG-NR	49,225
Contracted Expenses (HAC, LOSRC)	-52,500
<b>Gap Subtotal</b>	<b>-3,275</b>
Legal	-7,791
<b>Funding Gap</b>	<b>-\$14,341.00</b>
<b>TOTAL Funding Gap</b>	<b>-\$205,022.00</b>

Total Funding Gap:  
\$205,022

# 7th Avenue Revitalization Project Funding Sources

• Sidewalks:	US: CDBG Funds -	\$ 500,000
• Water:	NC: Drinking Water SRP Loan -	\$ 812,000
• Sewer:	NC: Clean Water SRF Loan -	\$ 1,819,000
• Home Rehab:	US: CDBG Funds -	\$ 200,775
	City: ARP Funds -	\$ 130,000
	City: Grey Hosiery Paybacks (CDBG) -	\$ 205,022
• Home Construction:	HAC: Federal Funding	\$ 559,600
*7th Avenue Streetscape Project (all in est):		\$4,000,000



# Total Community Investment:

# \$8,226,397.00

HOUSING ASSISTANCE



## 7<sup>th</sup> Avenue Revitalization Project: Schedules

HOUSING  
ASSISTANCE



## Project Schedules

- Water and Sewer Project:  
9/2024 – 9/2025
- Sidewalk Project:  
1/2025 – 4/2025
- 7<sup>th</sup> Avenue Streetscape:  
2/2024 – 11/2024
- Housing Rehabs:  
Complete 12/2024

HOUSING  
ASSISTANCE



HOUSING  
ASSISTANCE



Thank you to  
Our Project  
Partners!



U.S. Department of  
Housing and Urban Development



CREATIVE REGIONAL  
SOLUTIONS  
LANDOFSKY.ORG



NORTH CAROLINA  
DEPARTMENT of  
COMMERCE





**City of Hendersonville**  
**Affordable Housing Summit**

FREE AND OPEN TO THE COMMUNITY

**Thursday, May 16, 2024**  
**5:30 PM - 7:45 PM**  
**Hendersonville High School Auditorium**

[www.hvlnc.gov/housingplan](http://www.hvlnc.gov/housingplan)

**Featured Speaker**  
**Shane Phillips**  
 Housing policy expert  
 & author of  
*The Affordable City*

**E. Resolution Authorizing City Manager to Execute Funding Agreement with Pisgah Legal for Homeless Services – Angie Beeker, City Attorney**

City Manager John Connet explained that City staff would like to contract with Pisgah Legal for homeless services. Pisgah Legal will provide an attorney and social worker to assist our homeless/crisis population with minor legal issues (identification, eviction, disability paperwork, social security, etc.) This is a two year pilot program utilizing funds allocated to the City under the ARP legislation.

*Council Member Jeff Miller moved that the City Council adopt the Resolution Authorizing City Manager to Execute Funding Agreement with Pisgah legal for Homeless Services. A unanimous vote of the Council followed. Motion carried*

Resolution #R-24-35

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO DIRECT THE CITY MANAGER TO NEGOTIATE A CONTRACT WITH PISGAH LEGAL SERVICES FOR A PILOT PROGRAM FOR HOMELESS SERVICES**

**WHEREAS**, the City of Hendersonville received ARP SLRF funds, and through the revenue replacement allowance was able to supplant City operational funding, freeing up City funds to be used for ARP purposes;

**WHEREAS**, Pisgah Legal Services, is a nonprofit corporation providing legal services on a free or reduced fee basis to persons in need; and

**WHEREAS**, the City wishes to partner with Pisgah Legal Services for a pilot program to provide legal support services to the homeless population and other persons in crisis to assist them in getting needed services and support in the City of Hendersonville through a dedicated attorney and social worker position;

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

1. The City Manager is authorized to negotiate and enter into contract with Pisgah Legal Services for a 2 year pilot program to provide legal support services to the homeless population and other persons in crisis to assist them in getting needed services and support in the City of Hendersonville through a dedicated attorney and social worker position in an amount not to exceed \$330,000.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

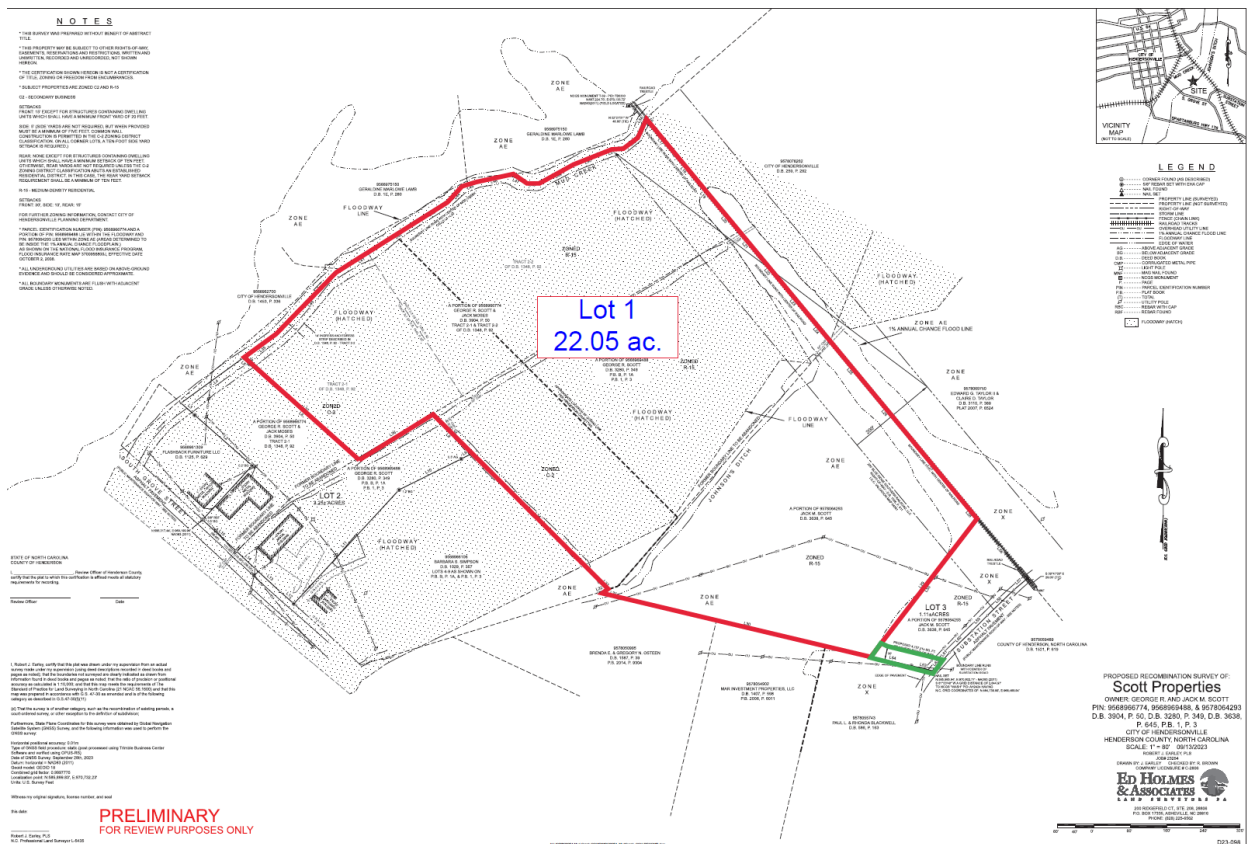
/s/Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

**F. Approval of Resolution Authorizing City Manager and City Attorney to Execute a Purchase Contract for Scott Property on Grove Street – Angie Beeker, City Attorney**

City Attorney Angie Beeker said this is part of the Lower Mud Creek Restoration Project and it's a piece of property that we very much wanted to acquire to complete the project. Mike Huffman has applied for and has been successful in obtaining millions of dollars for this project and this is one of the properties that he said we would love to acquire. Mr. Huffman has worked long and hard with Mr. Scott and has been successful in negotiating a purchase agreement for the acreage. This is the property that borders South Grove. He would retain the acreage facing South Grove and the City would purchase what is outlined in red which about 22 acres and he did have an appraisal done. The value was \$615,000 and we had to submit that to the State for their approval and he has signed the agreement. The access to the property is through the green on the map which is a 30' easement that would be through Substation Street so there would be vehicular access onto the property. There is another easement that he would be granting along Mud Creek through what he's retaining as well and then we would have to look at the property bordering South Grove to acquire access off of South Grove but we're working on that but for now the main access would be through the green on the map.



**Council Member Jennifer Hensley moved that the City Council adopt the resolution authorizing the City Manager and City Attorney to execute a property purchase contract for the George Scott Property on Grove Street. A unanimous vote of the Council followed. Motion carried.**

**G. Review of Public Comment Policy – Angie Beeker, City Attorney & Allison Justus, Communications Manager**

City Attorney Angie Beeker said that her and Allison Justus have been reviewing the current policy and came up with some changes that they would like Council to weigh in on.



## Public Comment Policy Review

April 24, 2024





## SECTION 3 - DECORUM AT COUNCIL MEETINGS

~~3.3.3.4~~ Notwithstanding any other provisions herein to the contrary, the presiding officer may impose time limitations on any speaker or presenter in order to manage the orderly and timely progression of the meeting.

## SECTION 4 - RULES GOVERNING THE TIME, PLACE AND MANNER FOR RECEIVING GENERAL PUBLIC COMMENT

- 4.3 The presiding officer reserves the right to alter comment period time limits. Generally, aA total of fifteen (15) minutes will be set aside at the beginning of each meeting for general comments on a first come, first served basis according to the sign-up sheet and order of any digital meeting participation. Speakers will be ~~limited-allotted up~~ to four (4) minutes each in the discretion of the presiding officer. No time may be yielded or transferred from one speaker to another. Speakers will be asked to identify themselves and will address the City Council from the podium or virtually. Speakers appearing in person will be given first opportunity to speak. Speakers commenting via a digital platform such as Zoom will be given instructions at the appropriate time. Each speaker will be concise and avoid repetition. In order to avoid repetition and delay, groups of people supporting the same position are encouraged to designate a spokesperson for the group.

## SECTION 4 - RULES GOVERNING THE TIME, PLACE AND MANNER FOR RECEIVING GENERAL PUBLIC COMMENT


- 4.5 No digital photos or media will be accepted for general comments. Citizens may submit general written comments ~~or materials for consideration which comply with guidelines outlined in Section 8| Security~~ through the City's website portal for "General Public Comments" ~~or by emailing them to the Clerk no later than noon on the meeting day.~~

## SECTION 5 - PUBLIC HEARING COMMENT PERIOD

- 5.1 Comments for public hearings during City Council meetings will be accepted at the appropriate time on the meeting agenda as well as through the City's website. Comments must pertain to the subject matter of the public hearing. The presiding officer may establish time limitations on both the duration of the public hearing and the time allotted to each speaker, provided that all factions are given a reasonable opportunity to be heard.
- 5.2 Public comments may be submitted electronically ("digital comments") through the City's website portal for "Public Hearing Public Comments" in advance for public hearings and may include short handouts and up to five (5) photos or one (1) 90 second video. Digital materials will be provided to City Council in the same format as received. Materials received will not be printed. All digital ~~comments-submissions~~ and must comply with guidelines outlined in **Section 8| Security**. Digital Materials complying with security requirements such as PowerPoint presentations, handouts, photos and videos should be provided to city staff by 8:00 AM the day before the scheduled meeting as outlined in **Section 8| Security**.

SECTION 8 - SECURITY

- 8.2
- ~~Digital photo or video submissions that are expected to be shown in the speaker's presentation will be limited to five (5) pictures and/or one video of two minutes.~~ Pictures and videos must be submitted according to the requirements in 8.1. If the format of the pictures or videos is not compatible with the City's computer system, the speaker will be requested to re-format their submissions prior to the presentation. These submissions must be properly labeled in a manner that is easily identifiable and become the property of the City upon submission.

	CITY OF HENDERSONVILLE		
Policy Name:	City of Hendersonville Public Comment Policy	Date Adopted by Council:	

1. OVERVIEW

In 2005, the North Carolina General Assembly, through the passage of § 160A-81.1. **Public comment period during regular meetings.**, required that each municipality in North Carolina provide a period for general public comments at least once per month at a regular meeting of the council. In addition to this general comment period, there are many other opportunities for the Council to receive comments from the public including public hearings and presentations. The City of Hendersonville recognizes the importance of receiving comments from the public.

- 1.1
- 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 a particular accommodation for any City Council or Board or Commission meetings please contact the City Clerk.

2. PURPOSE

- 2.1
- The City of Hendersonville Public Comment Policy is designed to give the public an opportunity to express their views, comments or opinions to the City Council. It is a time for City Council members to listen to the public. The following rules have been established to maintain order and decorum when council is receiving public comments. Furthermore, these rules are designed to ensure fairness to each speaker by establishing rules in advance that will be applied equally.

3. DECORUM AT COUNCIL MEETINGS

- 3.1
- In order to provide for the maintenance of order and decorum in the conduct of the meeting, the presiding officer may declare "out-of-order" any person who fails to comply with this policy. The presiding officer shall caution any such person to abide by the provisions of this policy. Refusal to do so shall be grounds for removal of the speaker(s) from the meeting.
- 3.2
- Speakers will address comments to the entire City Council as a whole and not one individual member. Discussions between speakers and members of the audience will not be permitted during the public comment period.
- 3.3
- Speakers shall be civil and courteous in their language and presentation. Insults, personal attacks, accusations, profanity, vulgar language, inappropriate gestures, or other



inappropriate behavior will not be tolerated. Any person, making impertinent, or slanderous remarks, or who shall become boisterous, while addressing the City Council may be considered disorderly by the City Council and may be expelled at the discretion of the presiding officer.

~~3.3.4~~ Notwithstanding any other provisions herein to the contrary, the presiding officer may impose time limitations on any speaker or presenter in order to manage the orderly and timely progression of the meeting.

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**4. RULES GOVERNING THE TIME, PLACE AND MANNER FOR RECEIVING GENERAL PUBLIC COMMENT PERIOD AT COUNCIL MEETINGS (N.C.G.S. § 160A-81.1) This section is intended for Public Comment Period Only**

- 4.1 The general public comment period shall be reserved as an item of business on the agenda for the City Council regular meeting, which is currently held on the first Thursday of each month at 5:45 p.m. in the Assembly Room of the City Operations Building located at 305 Williams St. Hendersonville NC, 28792. Speaker comments during the general public comment period may be on any agenda item or topic of public interest other than public hearings.
- 4.2 The public comment period is not intended to require the City Council and/or any staff to answer any impromptu questions. Council members may ask a speaker to clarify information in order to better understand the speaker's comments. The city council will not take action on an item presented during the public comment period. Upon completion of the public comment period and when appropriate, the city council may summarize the comments heard from citizens and the city council members may refer inquires made during the public comment period to the City Manager to address as appropriate. If necessary, the item may be added to the agenda of a future meeting, thereby providing the staff an opportunity to research the item and provide data to city council for consideration and review.
- 4.3 The presiding officer reserves the right to alter comment period time limits. Generally, aA total of fifteen (15) minutes will be set aside at the beginning of each meeting for general comments on a first come, first served basis according to the sign-up sheet and order of any digital meeting participation. Speakers will be ~~limited-allotted up~~ to four (4) minutes each in the discretion of the presiding officer. No time may be yielded or transferred from one speaker to another. Speakers will be asked to identify themselves and will address the City Council from the podium or virtually. Speakers appearing in person will be given first opportunity to speak. Speakers commenting via a digital platform such as Zoom will be given instructions at the appropriate time. Each speaker will be concise and avoid repetition. In order to avoid repetition and delay, groups of people supporting the same position are encouraged to designate a spokesperson for the group.
- 4.4 The City of Hendersonville City Council shall have a "Council Comment" period for follow up or addressing issues that arise from the public comment section. This shall be a

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point of response from Council Members to respond to comments that have been made, not to debate with the public.

- 4.5 No digital photos or media will be accepted for general comments. Citizens may submit general written comments ~~or materials for consideration which comply with guidelines outlined in Section 8| Security~~ through the City's website portal for "General Public Comments" ~~or by emailing them to the Clerk no later than noon on the meeting day.~~
- 4.6 Speakers who have prepared written materials that they want distributed to the council related to the item they plan to discuss during the general public comment period, shall provide nine (9) copies of those documents to the City Clerk prior to the start of the meeting. The Clerk shall distribute the copies to the Mayor and City Council Members, Attorney, and City Managers and retain one copy for the record. All materials submitted are considered public records as defined in § 132.1

## 5. PUBLIC HEARING COMMENT PERIOD

- 5.1 Comments for public hearings during City Council meetings will be accepted at the appropriate time on the meeting agenda as well as through the City's website. Comments must pertain to the subject matter of the public hearing. The presiding officer may establish time limitations on both the duration of the public hearing and the time allotted to each speaker, provided that all factions are given a reasonable opportunity to be heard.
- 5.2 Public comments may be submitted electronically ("digital comments") through the City's website portal for "Public Hearing Public Comments" in advance for public hearings and may include short handouts and up to five (5) photos or one (1) 90 second video. Digital materials will be provided to City Council in the same format as received. Materials received will not be printed. All digital ~~comments-submissions~~ and must comply with guidelines outlined in Section 8| Security. Digital Materials complying with security requirements such as PowerPoint presentations, handouts, photos and videos should be provided to city staff by 8:00 AM the day before the scheduled meeting as outlined in Section 8| Security.
- 5.3 Speakers who have prepared written materials that they want distributed to the council related to the item they plan to discuss during the public hearing comment period, shall provide nine (9) copies of those documents to the City Clerk prior to the start of the meeting. The Clerk shall distribute the copies to the Mayor and City Council Members, Attorney, and City Managers and retain one copy for the record. All materials submitted are considered public records as defined in § 132.1

## 6. PUBLIC COMMENTS DURING SPECIAL CALLED AND EMERGENCY MEETING

- 6.1 Because subjects of Special and Emergency meetings are often regulated by law, there will be no Public Comment Period reserved on agendas of Special and Emergency meetings; however, like regular monthly meetings, these meetings are open for public attendance except as otherwise prohibited by law. The public are welcome to send comments to the City Clerk in advance that will be distributed to council members.



## 7. REQUESTING PRESENTATIONS TO CITY COUNCIL

- 7.1 The Mayor and City Manager will review all presentation requests for consideration by Council. Some requests may be resolved administratively without council action. The ability to request to make a presentation to City Council shall not be considered as a general, limited or designated public forum. The decision of whether or not to receive a public presentation shall be in the sole discretion of the Mayor and City Manager and the City Council.
- 7.2 Persons requesting to make a presentation to the City Council must contact the City Clerk no later than 10 days prior to the Council meeting in which the presentation request is being made. Approved presentations will be placed on the earliest meeting agenda. All presentation materials must comply Section 8| Security and are considered public records as defined in § 132.1

## 8. SECURITY

- 8.1 To preserve the integrity of the City's computer databases, networks and operations, no USB devices or links to materials will be accepted. Digital presentation requests & materials may be emailed to the City Clerk in Microsoft Word, Power Point, or other attachment format such as PDF or JPG no later than 8:00 AM the day before the meeting.
- 8.2 ~~Digital photo or video submissions that are expected to be shown in the speaker's presentation will be limited to five (5) pictures and/or one video of two minutes.~~ Pictures and videos must be submitted according to the requirements in 8.1. If the format of the pictures or videos is not compatible with the City's computer system, the speaker will be requested to re-format their submissions prior to the presentation. These submissions must be properly labeled in a manner that is easily identifiable and become the property of the City upon submission.
- 8.3 Speakers who have prepared written materials that they want distributed to the council related to the item they plan to discuss during the general or public hearing comment period, shall provide nine (9) copies to the Clerk prior to the start of the meeting.
- 8.4 The City of Hendersonville staff will control digital public presentations and electronic participation at all times during City Council meetings and may, without notice, end any electronic presentation or electronic participation that has become compromised.

## 9. REMOTE MEETINGS

- 9.1 Defined § 166A-19.24 authorizes any public body to conduct remote meetings in accordance with the rules set out in the act, as well as with the provisions of the open meetings law. "Remote meeting" is defined as: An official meeting, or any part thereof, with between one and all of the members of the public body participating by simultaneous communication. "Simultaneous communication" is defined as: Any communication by

Page 4 of 5

conference telephone, conference video, or other electronic means. "Official meeting" and "public body" are defined as set out in the open meetings law.

- 9.2 Public comment at remote meeting must adhere to the guidelines as permitted in North Carolina General Statutes Article 33C-Meetings of Public Bodies and as adopted by Resolution #20-0432 of the City Council of the City of Hendersonville in addition to the requirements of this Policy.

*Mayor Volk asked to change it to 3 minutes instead of 4 minutes in Section 4.3.*

*Council Member Jeff Miller moved that the City Council adopt the Public Comment Policy as amended to change section 4.3 from four minutes to 3 minutes.. A unanimous vote of the Council followed. Motion carried.*

10. CITY MANAGER REPORT

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

City Manager Connet pointed out that the contingency and adjustment report and cash and investment report are included in their packet for their review.

Also, he reminded Council of the budget workshop happening tomorrow beginning at 8:30 a.m. and if they have not had the chance to, please go see the work being done at Sullivan Park. That is another Mike Huffman grant. They’re doing streambank restoration and removing invasive species.

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

NCGS 159-15 permits the Budget Officer (City Manager), to transfer budget from one appropriation to another within the same fund, provided any such transfers are reported to the Governing Board. The City of Hendersonville refers to transfers of budget from one appropriation to another within the same fund as a “budget adjustment”. City Council authorizes budget adjustments each year with the adoption of the annual budget ordinance (SECTION 4). This agenda item serves to fulfill the reporting requirements of both NCGS 159-13(b) and 159-15 by providing City Council a summary of all amendments and adjustments occurring thus far in the fiscal year.

010-1010-524020	R&M Equipment	5,000	-	3,000	2,000	Clickshare for Jay	yes	adjustment	4/5/2024
010-1010-534000	Non-Capital Equipment	61,071	3,000	-	64,071	Clickshare for Jay	yes	adjustment	4/5/2024
010-1556-524040	R&M Streets	655,913	-	75,550	580,363	Powell Bill	yes	adjustment	4/15/2024
010-1556-554001	Capital Outlay- Equipment	-	75,550	-	75,550	Powell Bill	yes	adjustment	4/15/2024
010-1008-531255	Bank Services Charges	31,000	-	6,000	25,000	Finance Clean up - Krystal	yes	adjustment	4/15/2024
010-1008-519200	Contracted Services	8,100	6,000	-	14,100	Finance Clean up - Krystal	yes	adjustment	4/15/2024
060-1008-531255	Bank Services Charges	125,000	-	37,500	87,500	Finance Clean up - Krystal	yes	adjustment	4/15/2024
060-1008-531260	Credit Card Fees	80,000	35,000	-	115,000	Finance Clean up - Krystal	yes	adjustment	4/15/2024
060-1008-531200	Postage	2,650	2,000	-	4,650	Finance Clean up - Krystal	yes	adjustment	4/15/2024
060-1008-52010	Office Supplies	7,500	500	-	8,000	Finance Clean up - Krystal	yes	adjustment	4/15/2024
010-0000-534999	Contingency	39,963	-	15,000	24,963	Lawsuit	yes	adjustment	4/17/2024
010-1300-531700	Liability & Property Insurance	97,378	7,500	-	104,878	Lawsuit	yes	adjustment	4/17/2024
010-7455-531700	Liability & Property Insurance	-	7,500	-	7,500	Lawsuit	yes	adjustment	4/17/2024
067-7555-521040	Construction Repair and Supplies	49,000	-	6,500	42,500	Lawsuit	yes	adjustment	4/17/2024
067-7555-531700	Liability & Property Insurance	669	6,500	-	7,169	Lawsuit	yes	adjustment	4/17/2024
010-1300-521001	Supplies & Materials	121,645	-	15,000	106,645	HPD Vehicle Temp adjustment	yes	adjustment	4/18/2024
010-1300-521100	Uniforms	69,800	-	15,000	54,800	HPD Vehicle Temp adjustment	yes	adjustment	4/18/2024
010-1300-531225	Training/Travel	91,479	-	15,000	76,479	HPD Vehicle Temp adjustment	yes	adjustment	4/18/2024
010-1300-554002	Capital - Vehicles+Equipment	-	45,000	-	45,000	HPD Vehicle Temp adjustment	yes	adjustment	4/18/2024

B. Cash and Investment Report – John Buchanan, Finance Director

	12/31/2023	3/31/24
U.S. Treasuries	\$0.00	\$3,953,732.79
Agencies	499,125	499,125.00
Commercial Paper	0	\$0.00
NCCMT Mutual Fund	10,594,093.91	6,759,589.03
NCCMT Cash Fund	842,249.25	7,958,009.20
Wells Fargo H&W	53,568.53	58,700.80
Wells Fargo Operating Account	5,591,128.63	6,615,485.77
Total	\$19,680,934.35	\$25,844,642.59
Undisbursed Restricted Proceeds		
2019 Revenue Bond	\$236,816.51	\$239,921.61
2022 Revenue Bond	\$750,962.14	\$760,802.20
2023 Revenue Bond	\$4,413,652.23	\$4,332,930.54
2021 LOB	\$2,125,759.94	\$2,153,650.94
2022 IFC Fire Station	\$9,787,637.88	\$6,419,319.86







# MINUTES

May 3, 2024

SPECIAL CALL MEETING OF THE CITY COUNCIL

FY24-25 BUDGET WORKSHOP

CITY OPERATIONS CENTER | 305 WILLIAMS ST. | 8:30 a.m.

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

Staff Present: City Manager John F. Connet, Assistant City Assistant Manager Pahle, City Clerk Jill Murray, City Attorney Angela Becker, Communications Manager Allison Justus, Budget Manager Adam Murr, Budget & Management Analyst Jenny Floyd, and others

1. CALL TO ORDER

Mayor Volk called the meeting to order at 8:39 a.m. and welcomed those in attendance. A quorum was established with all members in attendance.

2. BUDGET OVERVIEW

City Manager John Connet welcomed everyone and explained to Council that Assistant City Manager Brian Pahle, Budget Manager Adam Murr and Budget & Management Analyst Jenny Floyd would be reviewing the budget with them. Below is a summary of the key takeaways from the meeting.

DESIRED OUTCOMES

Desired Outcomes & Council's Direction:

1. Taxes & Rates

→ \$0.5050/\$100 | MS/7<sup>TH</sup> = \$0.2100/\$100.

2. WS Rates

→ +11.00% Water +12.00% Sewer.

3. SW Rate

→ \$7.00 per ERU + \$350.00 cap.

4. Benefits

→ COLA 4.00% | No Merit.

5. Position Additions

→ GF +1 | WS +4 | (+5 total).

6. Special Appropriations.

FUND	EXPENDITURES	REVENUES	FUND BALANCE APPROPRIATION
General	\$ 28,099,225	\$ 25,716,259	\$ 2,382,966
Water & Sewer	28,085,094	27,222,560	862,534
Environmental Services	1,885,477	1,885,477	-
Stormwater	1,454,050	1,454,050	-
Parking	1,280,292	1,088,575	191,717
Main Street MSD	795,676	641,830	153,846
Health & Welfare	362,025	362,025	-
7th Avenue MSD	168,372	121,500	46,872
Water & Sewer CRF	100,000	100,000	-
Gov. Special Revenue	35,000	-	35,000
SUB-TOTAL	\$ 62,265,211	\$ 58,592,276	\$ 3,672,935

GENERAL FUND – 010

FY24 → FY25  
REVENUES

GENERAL FUND – 010

GENERAL FUND	FY24 REVISED	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
REVENUES						
Ad Valorem Taxes	(14,217,500)	(13,942,500)	(15,972,500)	(16,085,025)	(1,755,000)	12.3%
Other Taxes & Licenses	(7,500)	(7,500)	(7,500)	(10,000)	-	0.0%
Unrestricted Intergov.	(7,631,000)	(7,607,000)	(7,831,189)	(8,010,230)	(200,189)	2.6%
Restricted Intergov.	(805,833)	(849,920)	(849,920)	(1,021,325)	(44,087)	5.5%
Permits & Fees	(449,750)	(444,550)	(444,550)	(434,550)	5,200	-1.2%
Sales & Services	(363,600)	(363,600)	(354,600)	(381,000)	9,000	-2.5%
Investment Earnings	(211,000)	(175,000)	(175,000)	(200,000)	36,000	-17.1%
Miscellaneous	(135,000)	(106,000)	(31,000)	(31,000)	104,000	-77.0%
TOTAL REVENUES	(23,821,183)	(23,496,070)	(25,666,259)	(26,173,130)	(1,845,076)	7.7%

- Ad Valorem Taxes:
  - FY25 Requested: **\$0.49/\$100 rate**, \$14.2M = FY24 Revised.
  - FY25 Recommended: **\$0.5050/\$100 rate, +\$0.015**, \$15.9M (+\$1.76M over Revised).
  - Increased revenues from developments **\$490k**:
    - Firm #1: **+42,900** 80% econ. dev. incentive until met.
    - Firm #2: **+\$447,300** (no econ. dev. incentive)
  - Assessed value growth of real property = **+4.46%** in FY25.

GENERAL FUND – 010

FY24 → FY25  
EXPENDITURES

GENERAL FUND – 010

GENERAL FUND	FY24 REVISED	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
EXPENDITURES						
Personnel/Benefits	15,883,606	19,031,219	16,387,663	15,807,863	504,057	3.2%
Operating	7,289,285	7,316,756	6,464,864	6,279,836	(824,421)	-11.3%
Capital	754,492	1,388,000	233,119	224,960	(521,373)	-69.1%
Debt Service	3,578,713	4,102,792	4,098,214	4,098,214	519,501	14.5%
TOTAL EXPENDITURES	27,506,096	31,838,767	27,183,860	26,410,873	(322,236)	-1.2%

- Personnel/Benefits:
  - FY25 Recommended **+\$504k, or 3.2%**
  - No merit-based increases (all COLA).
  - LGERS (Retirement) **+ 0.75% | +1.00%**.
  - Medical insurance **+6.2%** No MERP.
  - Re-adjusted salary splits across funds 47/1/44/2/3/3 | GF/MS/WS/PRK/STW/ESF.
- +1 Downtown Police Officer **+\$75k**.

LGERS City Contributions			
Fiscal Year	Non-LEO	LEO	
FY20	8.95%	9.70%	
FY21	10.15%	10.90%	
FY22	11.35%	12.10%	
FY23	12.10%	13.10%	
FY24	12.85%	14.10%	
FY25	13.60%	15.10%	
Merit-Based Increases			
Fiscal Year	Meets	Exceeds	Outstanding
FY22	1.00%	1.75%	2.50%
FY23	1.00%	2.00%	3.00%
FY24	1.00%	2.25%	3.50%
FY25	0.00%	0.00%	0.00%



GENERAL FUND – 010

FY24 → FY25  
OTHER

GENERAL FUND – 010

GENERAL FUND	FY24 REVISED	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
OTHER FINANCING						
(SOURCES)/USES						
Insurance Proceeds	(13,368)	-	-	(30,000)	(13,368)	-100.0%
Debt Proceeds	-	-	-	-	-	0.0%
Capital Lease	-	-	-	-	-	0.0%
Sale of Capital Assets	(550,000)	-	(50,000)	(250,000)	(500,000)	-90.9%
Transfers (In)	-	-	-	(389,675)	-	0.0%
Transfers Out	425,000	629,380	915,365	714,833	490,365	115.4%
TOTAL OTHER						
(SOURCES)/USES	(138,368)	629,380	865,365	45,158	1,003,733	725.4%

- Other – Recommended Budget:
  - FY25 Recommended **+\$1.0M** compared to FY24 Revised.
  - \$350k** FY24 sale of HFD ladder and engine | non-recurring.
  - Transfers to other funds:  
\$634k 7<sup>th</sup> Ave Project(Powell Bill), \$87k ESF, & \$194k Parking.
- Other – Estimated Actuals:
  - Potential sale of Fire Station Annex in FY25 **+\$200k**.
  - \$389k** Due from other funds: Parking, Stormwater, Environmental Services.
  - Certain transfers may not be needed in FY25, pending FY24 actuals.

GENERAL FUND – 010

FY24 → FY25  
FUND BALANCE

GENERAL FUND – 010

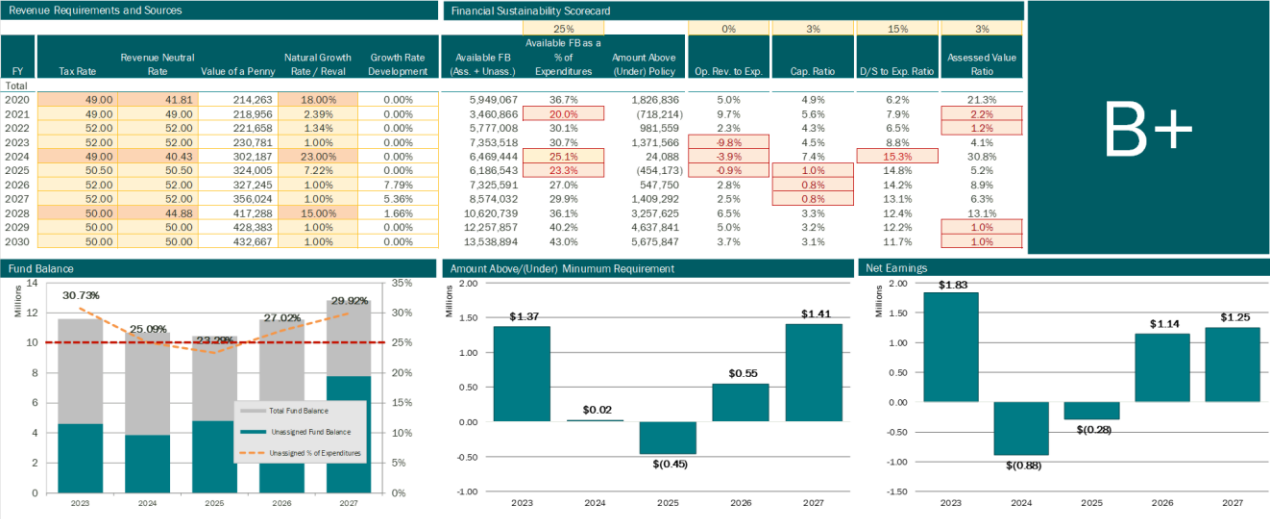
GENERAL FUND	FY24 REVISED	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
Fund Balance Appropriated	3,546,545	8,972,077	2,382,966	282,901	(1,163,579)	-32.8%
NET CHANGE IN FUND BALANCE	3,546,545	8,972,077	2,382,966	282,901	(1,163,579)	-32.8%
FUND BALANCE, BEGINNING OF YEAR	11,594,167	10,709,093	10,709,093	10,709,093		
FUND BALANCE, END OF YEAR	8,047,622	1,737,016	8,326,127	10,426,192		

- Fund Balance Appropriation Recommended Budget:
  - \$1.2M, or -32.8%** compared to FY24 Revised.
  - FY24 End of Year/FY25 Beginning = \$10,709,093.
- Fund Balance Appropriation Estimated Actuals:
  - Assuming 96.5% Expenditure and 103% Revenue Collection in FY25, \$282k use.
  - \$10,426,192 End of Year Total Fund Balance.
  - \$6,186,543 Unassigned = 23.29% Available | LGC Target Min. = 25.00%

GENERAL FUND – 010

FY25  
GF MODEL

GENERAL FUND MODEL UPDATE



WATER & SEWER FUND – 060

Water & Sewer Fund Desired Outcomes...  
Council Direction on:

- 1. Rate Increases- 11% Water / 12% Sewer
- 2. System Development Fees – January 1, 2025
- 3. Cost-of-living direction (**COLA**) → **4.0%** current rec.
- 4. Position additions **+4 FTE**
- 5. Water Rate Differential **130% → 125%**

WATER & SEWER FUND – 060

FY24 → FY25  
REVENUES

WATER & SEWER FUND – 060

WATER & SEWER FUND	FY24 REVISED	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
REVENUES						
Sales & Services	(22,966,700)	(25,766,700)	(25,766,700)	(26,416,195)	2,800,000	12.2%
Permits & Fees	(961,850)	(1,280,800)	(1,280,800)	(1,313,085)	318,950	33.2%
Investment Earnings	(97,800)	(97,000)	(97,000)	(97,000)	(800)	-0.8%
Miscellaneous	(76,000)	(76,000)	(76,000)	(77,916)	-	0.0%
TOTAL REVENUES	(24,102,350)	(27,220,500)	(27,220,500)	(27,904,195)	3,118,150	12.9%

- **Sales and Service:**
  - FY25 Recommended: \$25.8M, +\$2.80M (12.2%) over FY24 Revised
  - Rate Increase Recommendations:
    - Water 11.00%
    - Sewer 12.00%

The inside/outside **water** rate differential will transition from 130% (FY24) to **125% (FY25)**

The inside/outside **sewer** rate differential will remain at **150% (FY25)**

WATER & SEWER FUND – 060

FY24 → FY25  
EXPENDITURES



WATER & SEWER FUND – 060

WATER & SEWER FUND	FY24 REVISED	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
EXPENDITURES						
Personnel/ Benefits	11,697,720	12,898,327	12,267,191	11,866,257	569,471	4.9%
Operating	7,757,073	8,363,229	8,565,369	8,285,424	808,296	10.4%
Capital	723,122	1,290,000	1,177,000	1,138,532	453,878	62.8%
Debt Service	3,880,340	5,382,933	5,370,534	5,370,534	1,490,194	38.4%
TOTAL EXPENDITURES	24,058,255	27,934,489	27,380,094	26,660,747	3,321,839	13.8%

- **Personnel and Benefits:**
  - FY25 Recommended: **+\$570k, or 4.9%** compared to FY24 Revised
    - +4.00% cost-of-living adjustment **+\$376k | each +1.0% COLA = ~\$94k**
    - Re-adjusted salary splits across funds 47/1/44/2/3/3 | GF/MS/WS/PRK/STW/ESF
    - Career ladders for **13 positions** and repurposed **3 positions**
    - **New FTEs (4):**
      - Generator Maintenance Technician
      - Instrumentation and Electrical Technician (I-II) – Treatment
      - WTP Laboratory Technician (I-III)
      - Payment Posting Specialist - Finance

PARKING FUND – 064

PARKING SERVICES FUND	FY23 ESTIMATE	FY23 ACTUAL	FY24 REVISED	FY24 ESTIMATE	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
REVENUES									
Parking Fees	(603,691)	(564,735)	(1,030,000)	(1,063,755)	(1,065,000)	(1,065,000)	(1,133,272)	35,000	3.4%
Investment Earnings	-	(4,884)	(2,500)	-	(2,500)	(2,500)	(2,500)	-	0.0%
Miscellaneous	-	-	(55,600)	(60,552)	(21,075)	(21,075)	(22,426)	(34,525)	-62.1%
TOTAL REVENUES	(603,691)	(569,619)	(1,088,100)	(1,124,307)	(1,088,575)	(1,088,575)	(1,158,198)	475	0.0%
EXPENDITURES									
Personnel/Benefits	100,539	114,540	207,841	168,423	292,039	268,507	239,799	60,666	29.2%
Operating	33,120	101,217	199,949	135,800	288,316	204,335	182,488	4,386	2.2%
Capital	432,399	403,937	6,530	6,917	-	-	-	(6,530)	-100.0%
Debt Service	818,402	810,951	812,200	812,000	807,450	807,450	807,450	(4,750)	-0.6%
TOTAL EXPENDITURES	1,384,459	1,430,645	1,226,520	1,123,140	1,387,805	1,280,292	1,229,736	53,772	4.4%
OTHER FINANCING (SOURCES)/USES									
Insurance Proceeds	-	-	-	-	-	-	-	-	0.0%
Debt Proceeds	(55,000)	-	-	-	-	-	-	-	0.0%
Capital Lease	-	-	-	-	-	-	-	-	0.0%
Sale of Capital Assets	-	-	-	-	-	-	-	-	0.0%
Transfers (In)	(202,253)	(202,253)	-	-	-	-	-	-	0.0%
Transfers Out	-	50,000	-	-	-	-	-	-	0.0%
TOTAL OTHER (SOURCES)/USES	(257,253)	(152,253)	-	-	-	-	-	-	0.0%
Fund Balance Appropriated	523,515	708,773	138,420	(1,167)	299,230	191,717	71,538		
NET CHANGE IN FUND BALANCE	523,515	708,773	138,420	(1,167)	299,230	191,717	71,538		
FUND BALANCE, BEGINNING OF YEAR	293,436	293,436	-	-	1,167	1,167	1,167		
FUND BALANCE, END OF YEAR	(230,079)	-	(138,420)	1,167	(298,063)	(190,550)	(70,371)		

STORMWATER FUND – 067

STORMWATER FUND	FY23 ESTIMATE	FY23 ACTUAL	FY24 REVISED	FY24 ESTIMATE	FY25 REQUESTED	FY25 RECOMMENDED	FY25 ESTIMATE	DOLLAR CHANGE	PERCENT CHANGE
REVENUES									
Stormwater Fees	(1,240,547)	(1,025,761)	(1,231,000)	(1,321,740)	(1,451,000)	(1,451,000)	(1,482,852)	220,000	17.9%
Investment Earnings	(50)	(2,893)	(3,050)	-	(3,050)	(3,050)	(3,050)	-	0.0%
Miscellaneous	-	-	-	-	-	-	-	-	0.0%
TOTAL REVENUES	(1,240,597)	(1,028,654)	(1,234,050)	(1,321,740)	(1,454,050)	(1,454,050)	(1,483,131)	220,000	17.8%
EXPENDITURES									
Personnel/Benefits	726,108	596,125	805,457	743,683	1,010,467	942,609	872,347	137,152	17.0%
Operating	309,855	194,625	160,809	152,827	433,335	317,725	295,489	156,916	97.6%
Capital	286,971	321,012	296,000	269,789	80,000	5,000	4,627	(291,000)	-98.3%
Debt Service	61,380	50,791	85,078	85,078	82,070	82,070	82,070	(3,008)	-3.5%
TOTAL EXPENDITURES	1,384,314	1,162,553	1,347,344	1,251,376	1,605,872	1,347,404	1,254,533	60	0.0%
OTHER FINANCING (SOURCES)/USES									
Insurance Proceeds	-	-	-	-	-	-	-	-	0.0%
Debt Proceeds	(140,000)	(377,000)	-	-	-	-	-	-	0.0%
Capital Lease	-	-	-	-	-	-	-	-	0.0%
Sale of Capital Assets	-	-	-	-	-	-	-	-	0.0%
Transfers (In)	-	-	-	-	-	-	-	-	0.0%
Transfers Out	-	377,000	153,000	153,000	106,646	106,646	106,646	(46,354)	-30.3%
TOTAL OTHER (SOURCES)/USES	(140,000)	-	153,000	153,000	106,646	106,646	106,646	(46,354)	-30.3%
Fund Balance Appropriated	3,717	133,899	266,294	82,636	258,468	-	(121,952)		
NET CHANGE IN FUND BALANCE	3,717	133,899	266,294	82,636	258,468	-	(121,952)		
FUND BALANCE, BEGINNING OF YEAR	150,396	150,396	-	-	-	-	-		
FUND BALANCE, END OF YEAR	146,679	-	(266,294)	-	(258,468)	-	121,952		

ENV. SERVICES FUND – 068

ENV. SERVICES FUND									
	FY23	FY23	FY24	FY24	FY25	FY25	FY25	DOLLAR	PERCENT
	ESTIMATE	ACTUAL	REVISED	ESTIMATE	REQUESTED	RECOMMENDED	ESTIMATE	CHANGE	CHANGE
REVENUES									
ESF Fees	(1,542,282)	(1,537,269)	(1,803,300)	(1,828,227)	(1,803,000)	(1,803,000)	(1,828,227)	(300)	0.0%
Investment Earnings	(300)	(794)	(300)	-	(300)	(300)	(300)	-	0.0%
Miscellaneous	(1,825)	(288)	(1,050)	(710)	(700)	(700)	(710)	(350)	-33.3%
TOTAL REVENUES	(1,544,407)	(1,538,351)	(1,804,650)	(1,829,237)	(1,804,000)	(1,804,000)	(1,829,237)	(650)	0.0%
EXPENDITURES									
Personnel/Benefits	926,179	1,026,827	1,080,833	1,016,424	1,197,093	1,102,648	1,042,170	21,815	2.0%
Operating	466,899	510,614	624,142	601,490	611,898	602,531	569,484	(21,611)	-3.5%
Capital	18,353	259,055	6,150	-	-	-	-	(6,150)	-100.0%
Debt Service	71,792	93,293	155,560	155,560	93,300	180,298	180,298	24,738	15.9%
TOTAL EXPENDITURES	1,550,479	1,889,789	1,866,685	1,773,475	1,902,291	1,885,477	1,791,952	18,792	1.0%
OTHER FINANCING (SOURCES)/USES									
Insurance Proceeds	-	-	-	-	-	-	-	-	0.0%
Debt Proceeds	-	-	-	-	-	-	-	-	0.0%
Capital Lease	-	-	-	-	-	-	-	-	0.0%
Sale of Capital Assets	-	-	-	-	-	-	-	-	0.0%
Transfers (In)	-	-	-	-	-	(81,477)	-	(81,477)	0.0%
Transfers Out	-	-	-	90,664	-	-	37,285	-	0.0%
TOTAL OTHER (SOURCES)/USES	-	-	-	90,664	-	(81,477)	37,284	(81,477)	0.0%
Fund Balance Appropriated	6,072	351,438	62,035	34,901	98,291	-	(1)		
NET CHANGE IN FUND BALANCE	6,072	351,438	62,035	34,901	98,291	-	(1)		
FUND BALANCE, BEGINNING OF YEAR	386,339	386,339	34,901	34,901	(0)	(0)	(0)		
FUND BALANCE, END OF YEAR	380,267	34,901	(27,134)	(0)	(98,291)	(0)	0		

The workshop was recessed at 11:45 a.m. for lunch and reconvened at 1:08 p.m. with all members present to discuss special appropriations listed below:

SPECIAL APPROPRIATIONS

City of Hendersonville Special Appropriations Policy

The budget for Special Appropriations is 0.05% of budgeted expenditures in the General Fund

Legal Limitations

- 1. Must be for a public purpose
- 2. The City must be statutorily permitted to engage in the activity
- 3. Expenditure must be consistent with state and federal laws

There are two categories of discretionary funding

- 1. Arts, Education, Culture, and Recreations – 25% of available Special Appropriations budget
- 2. Life Quality & Economic Services – 75% of available Special Appropriations budget

In addition to the discretionary funding, there is a “Full Funding List” for requests the City deems necessary services.

SPECIAL APPROPRIATIONS

City Manager Recommended Target \$142,000

Arts, Education, Culture, & Recreation	
Organization	Requested Amount
Arts Council of Henderson County, Inc.	17,750
Blue Ridge Literacy Council- Literacy Connection	10,000
Boy's & Girl's Club of Henderson County	7,000
Flat Rock Playhouse (Vadabond School)	15,900
Henderson County Education Foundation	8,547
Hendersonville Community Theatre	9,690
Hendersonville Shuffleboard Club	1,200
Hendersonville Symphonv - Second Series	5,000
Hendersonville Symphony - Youth Education	5,000
Mineral & Labidary Museum	10,000
Team ECCO	6,000
The Hope Center of Hendersonville	15,000
YMCA of Western North Carolina	7,000
TOTAL	118,087

25% of Budget Available \$35,000

Life Quality & Economic Services	
Organization	Requested Amount
Aaribusiness Henderson County (AqHC)	5,000
Blue Ridge Community Health Services	10,000
Blue Ridge Humane	10,000
Children & Family Resource Center	10,000
Henderson County Council on Aging	19,950
Henderson County Habitat for Humanity	95,000
Henderson County Young Leaders (Campliv)	15,000
Interfaith Assistance Ministrv - Rent Asst.	56,000
Medical Loan Closet of Henderson County	3,000
Only Hope WNC	10,000
Pisgah Legal Services - Domestic Violence	10,000
Safelight, Inc.	10,000
St. Gerard House	6,000
Star Lite	2,000
The Mediation Center	3,000
Thrive	10,000
True Ridge	10,000
TOTAL	284,950

75% of Budget Available \$106,500

Special Appropriation Requests - Discretionary Funding													Council Recommendations																		
City Manager Appropriation Target		\$ 143,500																													
Organization	FY25 Requests	Notes		Council Appropriation	Is there a conflict?	Lyndsey Simpson	Is there a conflict?	Barbara Yule	Is there a conflict?	Jennifer Hensley	Is there a conflict?	Jeff Miller	Is there a conflict?											Category							
Appropriation Available (25% of Budget)		\$5,875		\$75		\$75		\$75		\$75		\$75																			
Arts Council of Henderson County, Inc.	17,750	Provide arts ed. to 200+ students, in Title I schools. Renting classroom space, pay art teachers & supplies.		2,250	No	Yes		3,000	No	3,000	No	3,000	No	Education, Arts, Culture, & Recreation																	
Blue Ridge Literacy Council- Literacy Connection	10,000	Provide tutoring to adults -learning materials: books, workbooks.		5,075	No	8,300	No	4,000	No	4,000	No	4,000	No	Education, Arts, Culture, & Recreation																	
Boy's & Girl's Club of Henderson County	7,000	Triple Play athletics program and equipment		2,825	No	-	Yes	1,300	No	5,000	No	5,000	No	Education, Arts, Culture, & Recreation																	
Flat Rock Playhouse (Vagabond School)	15,900	Funding for Black Box Series Production "The Mountaintop".		1,125	No	1,000	No	1,500	No	1,000	No	1,000	No	Education, Arts, Culture, & Recreation																	
Henderson County Education Foundation	8,547	Leader in 3rd Program provides leadership development opportunities for students, educators, and parents/guardians		3,625	No	4,000	No	3,500	No	3,500	No	3,500	No	Education, Arts, Culture, & Recreation																	
Hendersonville Community Theatre	9,690	Funding will be used for 2024 seasons productions		2,250	No	3,000	No	2,000	No	2,000	No	2,000	No	Education, Arts, Culture, & Recreation																	
Hendersonville Shuffleboard Club	1,200	Purchase equipment for recreational opportunities and maintain facilities.		1,200	No	1,200	No	1,200	No	1,200	No	1,200	No	Education, Arts, Culture, & Recreation																	
Hendersonville Symphony - Second Series	5,000	3rd and 6th grade orchestra education concerts.		1,500	No	1,500	No	1,500	No	1,500	No	1,500	No	Education, Arts, Culture, & Recreation																	
Hendersonville Symphony - Youth Education	10,000	Educational materials for school tours of the museum and museum exhibits.		1,500	No	1,500	No	1,500	No	1,500	No	1,500	No	Education, Arts, Culture, & Recreation																	
Mineral & Lapidary Museum	6,000	Free admission for City residents, employees, and families/children with special learning needs. Educational video production**		2,375	No	2,500	No	3,000	No	2,000	No	2,000	No	Education, Arts, Culture, & Recreation																	
Team ECCO	3,000	Free admission for City residents, employees, and families/children with special learning needs. Educational video production**		3,000	No	3,000	No	3,000	No	3,000	No	3,000	No	Education, Arts, Culture, & Recreation																	
The Hope Center of Hendersonville	15,000	Will allow 5 members with intellectual and developmental disabilities to attend day program at no cost to the members.		3,525	No	2,500	No	6,000	No	2,800	No	2,800	No	Education, Arts, Culture, & Recreation																	
YMCA of Western North Carolina	7,000	Site assessment, market analysis, site massing, and capital campaign feasibility study for Hendersonville Facility		5,250	No	7,000	No	4,000	No	5,000	No	5,000	No	Education, Arts, Culture, & Recreation																	
Sub-Total		\$18,087		\$5,500		\$5,500		\$5,500		\$5,500		\$5,500																			
Appropriation Available (75% of Budget)		\$107,625		\$75		\$125		\$125		\$125		\$125																			
Agribusiness Henderson County (AgIRC)	5,000	Promote economic growth in agribusiness through recruitment and retention.		3,750	No	5,000	No	5,000	No	2,500	No	2,500	No	Life Quality and Economic Services																	
Blue Ridge Community Health Services	10,000	Provide 44 medical visits and 33 behavioral health visits for those experiencing homelessness.		5,625	No	7,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services																	
Blue Ridge Humane	10,000	Spay/neuter programming for residents of HVL - assists low income families and mitigates stray animal externalities.		3,125	No	-	Yes	2,500	No	5,000	No	5,000	No	Life Quality and Economic Services																	
Children & Family Resource Center	10,000	Provide funding for developmental, hearing, and vision screenings for children ages 3-5.		3,000	No	3,500	No	2,500	No	3,000	No	3,000	No	Life Quality and Economic Services																	
Henderson County Council on Aging	19,950	Full funding would provide 10 city residents home-delivered meals for an entire year. \$10.50/meal*1,900 meals = \$19,950.		15,900	No	15,000	No	15,000	No	15,000	No	15,000	No	Life Quality and Economic Services																	
Henderson County Habitat for Humanity	95,000	Home repairs for 10 families in Hendersonville		25,000	No	25,000	No	25,000	No	25,000	No	25,000	No	Life Quality and Economic Services																	
Henderson County Young Leaders (Campify)	15,000	Funds will be used for a weeklong overnight summer camp for 130 youths 6th-9th grade and 12 Counselors-in-Training		2,000	No	2,000	No	2,000	No	2,000	No	2,000	No	Life Quality and Economic Services																	
Interfaith Assistance Ministry - Rent Asst.	50,000	Crisis Services = food and housing assistance.		19,500	No	18,000	No	20,000	No	20,000	No	20,000	No	Life Quality and Economic Services																	
Medical Loan Closet of Henderson County	3,000	Preparation and maintenance on medical equipment offered to in-need members of the community.		1,250	No	1,000	No	1,000	No	1,500	No	1,500	No	Life Quality and Economic Services																	
Only Hope WNC	10,000	Support of homeless youth including food, clothing, and school supplies.		3,125	No	3,500	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services																	
Pisgah Legal Services - Domestic Violence	10,000	Legal support for victims of domestic violence matched by federal grant from the NC Governor's Crime Commission.		4,625	No	3,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services																	
Safelight, Inc.	10,000	Job training program for survivors of interpersonal violence for economic empowerment & independence.		3,000	No	3,000	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services																	
St. Gerard House	6,000	Event support for special needs children and families, including meals, education, and childcare.		3,000	No	3,000	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services																	
Star Line	2,000	90 Banning bags and/or boxes- contains either food or school supplies		2,000	No	2,000	No	-	No	-	No	-	No	Life Quality and Economic Services																	
The Mediation Center	3,000	Funding for Community Mediation Coordinator.		1,125	No	500	No	2,000	No	1,000	No	1,000	No	Life Quality and Economic Services																	
Thrive	10,000	Funds will support Coordinated Entry staff to aid residents at risk of losing housing.		7,500	No	7,500	No	7,500	No	7,500	No	7,500	No	Life Quality and Economic Services																	
True Ridge	10,000	Expanding bilingual educational and outreach programs, increasing health access and education on Medicaid expansion, support		5,375	No	6,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services																	
Sub-Total		\$284,950		\$108,000		\$106,500		\$106,500		\$106,500		\$106,500																			
Total		\$403,037		\$143,500		\$142,000		\$142,000		\$142,000		\$142,000																			
Special Appropriation Requests - Full Funding																															
Organization	FY25 Requests	Notes		Council Appropriation	Is there a conflict?	Lyndsey Simpson	Is there a conflict?	Barbara Yule	Is there a conflict?	Jennifer Hensley	Is there a conflict?	Jeff Miller	Is there a conflict?											Category							
Henderson County Economic Investment Fund	50,000	Economic development support and programming		50,000	No	50,000	No	50,000	No	50,000	No	50,000	No	Full Funding																	
Henderson County Partnership for Econ. Dev.	25,000	Economic development support and programming		25,000	No	25,000	No	25,000	No	25,000	No	25,000	No	Full Funding																	
Henderson County Rescue Squad	15,000	Aid and assist in case of disaster or accident.		15,000	No	15,000	No	15,000	No	15,000	No	15,000	No	Full Funding																	
Interfaith Assistance Ministry	14,000	Water bills and water repairs		14,000	No	14,000	No	14,000	No	14,000	No	14,000	No	Full Funding																	
Merchant's and Business Association	2,500	To provide enhanced quality parades		2,500	No	2,500	No	2,500	No	2,500	No	2,500	No	Full Funding																	
Mills River Partnership	70,000	Water quality efforts in the Mills River.		70,000	No	70,000	No	70,000	No	70,000	No	70,000	No	Full Funding																	
Total		\$176,500		\$176,500		\$176,500		\$176,500		\$176,500		\$176,500																			

# BACK TO BASICS

## Finish What We Started

- Fire Station #1
- 7<sup>th</sup> Ave. Streetscape
- City Hall Preservation + Cust. Service Improvements
- Pickleball Courts
- Splash Pad at Patton
- S. Main St. Vehicle, Bicycle, and Pedestrian Improvements
- Comp. Plan
- Parks Plan
- Sustainability Plan
- Downtown Plan
- Housing Plan

# BACK TO BASICS

## Focus on Service Excellence and Accountability

- New Perf. Pay Program
- Enhance Safety Culture
- Train Employees
- Improve Processes
- Public Safety



# CITY COUNCIL DIRECTION

- Taxes & Rates:**

Fund	Revenue Source	Recommendation
General Fund	Property Tax	\$0.5050/\$100 (+\$1.5 pennies) +
Main St. MSD	Property Tax	No Change =
7th Ave. MSD	Property Tax	No Change =
Water & Sewer	Water Rates	+11.00%   -5.00% inside/outside diff. (125.00%) +
Water & Sewer	Sewer Rates	+12.00%   no inside/outside diff. change +
Parking	Parking Fees	No Change =
Stormwater	Stormwater Fees	\$7.00/month & \$350.00 cap (+1.00/month) +
Env. Services	Collection Fees	No Change =
- COLA **+4.00%**: **CPI =4.40%** | Living Wage **\$22.10 - \$24.95/hour**.
- 401k **Match 2.00%** (no change).
- Position additions:
  - General Fund **+1 DT Police Officer**.
  - W&S Fund **+4 FTEs**.

# CITY COUNCIL DIRECTION

## CUSTOMER IMPACTS: GENERAL FUND | PROPERTY TAX

Property Type	Assessed Value FY24	\$0.4900 Tax Rate	\$0.5050 Tax Rate	DOLLAR CHANGE	PERCENT CHANGE
Residential	450,000	2,205	2,273	67.50	3.1%
Residential	750,000	3,675	3,788	112.50	3.1%
Business	649,100	3,181	3,278	97.36	3.1%
Business	6,610,400	32,391	33,383	991.56	3.1%

Property Type	Assessed Value FY24	\$0.4900 Tax Rate	\$0.5200 Tax Rate	DOLLAR CHANGE	PERCENT CHANGE
Residential	450,000	2,205	2,340	135.00	6.1%
Residential	750,000	3,675	3,900	225.00	6.1%
Business	649,100	3,181	3,375	194.73	6.1%
Business	6,610,400	32,391	34,374	1,983.12	6.1%

# CITY COUNCIL DIRECTION

Property Type	Assessed Value FY24	Property Tax	Stormwater Rate	Sanitation Rate	Water Rate	Sewer Rate	Total Monthly Cost Δ
Residential / 3kgal	450,000	11.25	1.00	-	1.73	2.87	16.85
Business / 15kgal	650,000	16.25	1.00	-	8.07	10.95	36.27

## FY25 CUSTOMER IMPACTS:

- Tax Rate **\$0.4900/\$100 tax rate → \$0.5200/\$100 tax rate**.
- Stormwater Rate **+\$1.00/month (per ERU) +\$50.00 cap → \$7.00/month & \$350.00 cap**.
- Sanitation Rate **→ no change**.
- Water Rate (+8.00%) **→ +\$0.80 Base (3/4" Meter) | +\$0.31 Vol. (per 1,000 gal.)**.
- Sewer Rate (+9.00%) **→ +\$1.01 Base (3/4" Meter) | +\$0.62 Vol. (per 1,000 gal.)**.

FY25 STRATEGIC PLAN

From Seed to Tree



Fiscal Year 2024 Report

Planting the Seeds for Hendersonville's Future

Council Priorities FY25

1. Public Safety

2. Comp., Benefits, & Staff Dev.

3. Strong Infrastructure

4. Strategic Housing Plan

5. Growth Man. & Comm. Charc.

6. Invest in Parks

7. Enhance Sus. City-wide

8. Transportation Planning

9. City Boards & Volunteers

10. Support Downtown Bus.

After much discussion, the final budget will come before Council at their next meeting on June 6, 2024.

3. **ADJOURN**

There being no further discussion, the meeting was adjourned at 1:39 p.m. upon unanimous assent of the Council.

ATTEST:

Barbara G. Volk, Mayor

Jill Murray, City Clerk



MINUTES

May 16, 2024

SPECIAL CALL MEETING

AFFORDABLE HOUSING SUMMIT

HENDERSONVILLE HIGH SCHOOL AUDITORIUM | 1 BEARCAT BLVD. | 5:30 p.m.

- Present:

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

City Manager John F. Connet, Assistant City Manager Brian Pahle, City Clerk Jill Murray, Communications Manager Allison Justus, Communications Coordinator Brandy Heatherly, Budget Manager Adam Murr, Community Development Director Lew Holloway, HR Director Jennifer Harrell, IT Manager Jay Heatherly and others

The City of Hendersonville hosted an Affordable Housing Summit on Thursday, May 16, 2024 at Hendersonville High School where a possible quorum of Council members may have been present. Featured guest speaker Shane Phillips spoke about “The Affordable City” and showed the following PowerPoint presentation.

UCLA

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for Regional Policy Studies

Saying ‘Yes’ to  
an Affordable City

Supply, Stability, and Subsidy

City of Hendersonville

Strategies for Putting  
Housing Within Reach  
(and Keeping it There)

The  
Affordable  
City

SHANE PHILLIPS

Strategies for Putting  
Housing Within Reach  
(and Keeping it There)

The  
Affordable  
City

SHANE PHILLIPS

UCLA

Lewis Center  
for Regional Policy Studies

UCLA  
HOUSING VOICE



# Learn more by listening to our podcast:



Lewis Center for Regional Policy Studies

- An eight-part series on homelessness (causes, demographics, solutions)
- Community land trusts
- Rents and migration
- Right to counsel
- Social housing in Vienna
- Upzoning in New Zealand
- Inclusionary housing, minimum lot size reform, the Fair Housing Act, de-valuation of homes in Black neighborhoods, suburbanization in Mexico, Singapore's public housing, bundled parking, transit-induced displacement, homelessness interventions, vacant housing, real estate transfer taxes, public housing and tenant power, rent control, immigration and housing precarity, ADUs, homeownership...

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## What does Hendersonville look like today (2020)?

Population: 15,102 (up 15% from 2012)

Housing units: 7,651 (up 20%)

- 1 unit: 49%
- 2-4 unit: 19%
- 5+ unit: 28%

Median home value: \$253,700 (up 19%)

- Zillow estimate in May 2024: \$413,924

Median rent: \$1,107 (up 22%)

Vacancy rate: 7.7% (down from 20.7%)

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# What does Hendersonville look like today (2020)?

Tenure: 52.5% renter, 47.5% homeowner

Median income: \$50,198 per year

- Renters: \$37,833
- Homeowners: \$64,728

Average household size: 1.9 (down from 2.3)

- 1-person: 47.1% (up from 37.6%)
- 2-person: 34.5% (down from 36.1%)

Housing stock:

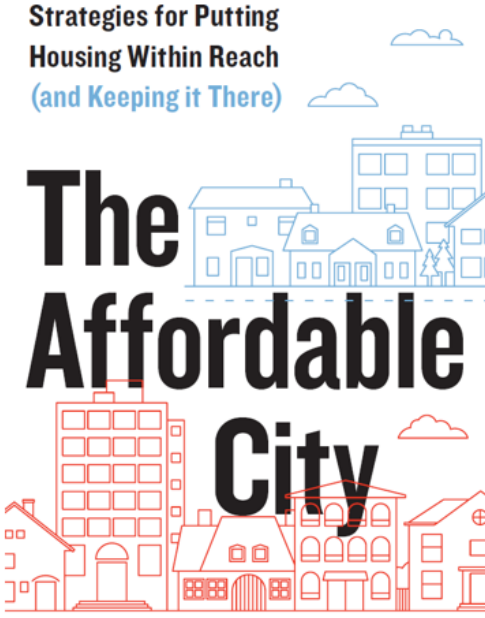
- Studio / 1 BR: 22%
- 2 BR: 44%

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THE  
THREE  
S'S

Supply  
Stability  
Subsidy

Strategies for Putting  
Housing Within Reach  
(and Keeping it There)



SHANE PHILLIPS

## Supply

**Physical constraint:** Growing, changing populations require a growing and changing stock of homes – you can’t redistribute your way out of a shortage

**Economic constraint:** When housing is scarce, homeowners and landlords gain market power at the expense of homebuyers and renters

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# Supply Policy Examples

- Build up commercial corridors and centers, where residential displacement is unlikely
- “Broadly upzone” wide swathes of cities and towns
  - Missing middle, mid-rise, high-rise, small lots, micro-units, townhomes, stacked flats
- Make homebuilding “by-right” — increase certainty, lower cost
  - In other words, do quality planning up front, then stick to the plans you’ve made
- Reduce or eliminate parking minimums

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## Stability

What are our moral obligations?

How do we ensure dignity and a reasonable level of security for every household, regardless of tenure?

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# Stability Policy Examples

- Rent-stabilizing older housing
  - Usually paired with “just cause” eviction protections
- Limiting “low-yield” redevelopments
- Facilitating negotiated buyouts or “right of return” for displaced households

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# Subsidy

What gaps aren't being fully addressed by supply or stability policies?

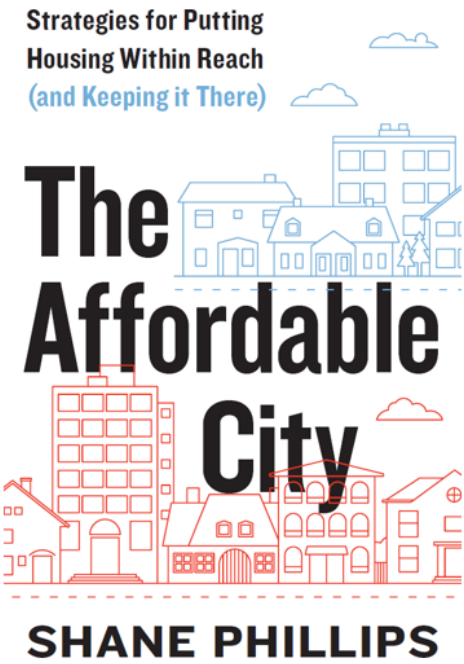
How can funds be generated in ways that also incentivize helpful behavior?

## Subsidy Policy Examples

- Affordable housing construction subsidies and rent assistance
- Property tax abatements
- Taxing underutilized property
  - Not just empty units, but empty or underutilized land

THE  
THREE  
S'S

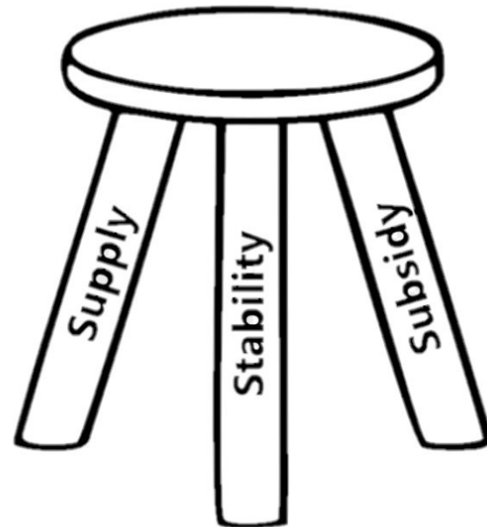
Supply  
Stability  
Subsidy



## A Three-Legged Stool for Affordability

Supply, Stability, and  
Subsidy work better in  
combination, mutually  
reinforcing each other

Remove any, and it topples



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**"IF YOU  
CAN'T SOLVE  
A PROBLEM,  
ENLARGE IT."**

Housing markets are complex, and most policies have both positive and negative impacts, winners and losers.

Instead of abandoning good policies (with much more benefits than costs), we can "enlarge the problem" by adding complementary policies that tackle unintended consequences directly.

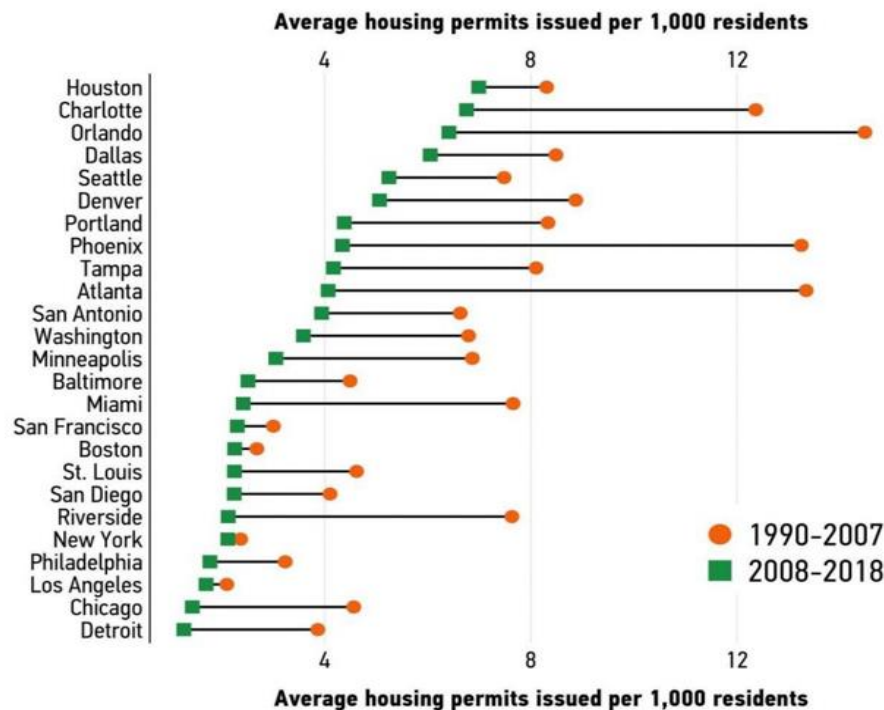
### ENLARGING THE PROBLEM EXAMPLE

If increased homebuilding raises concerns about gentrification and displacement, the solution isn't to permit less housing – which we need.

It's to tackle those unintended consequences head-on, both in the ways we encourage development and with protections and mitigations against harm.

# Housing scarcity is worsening

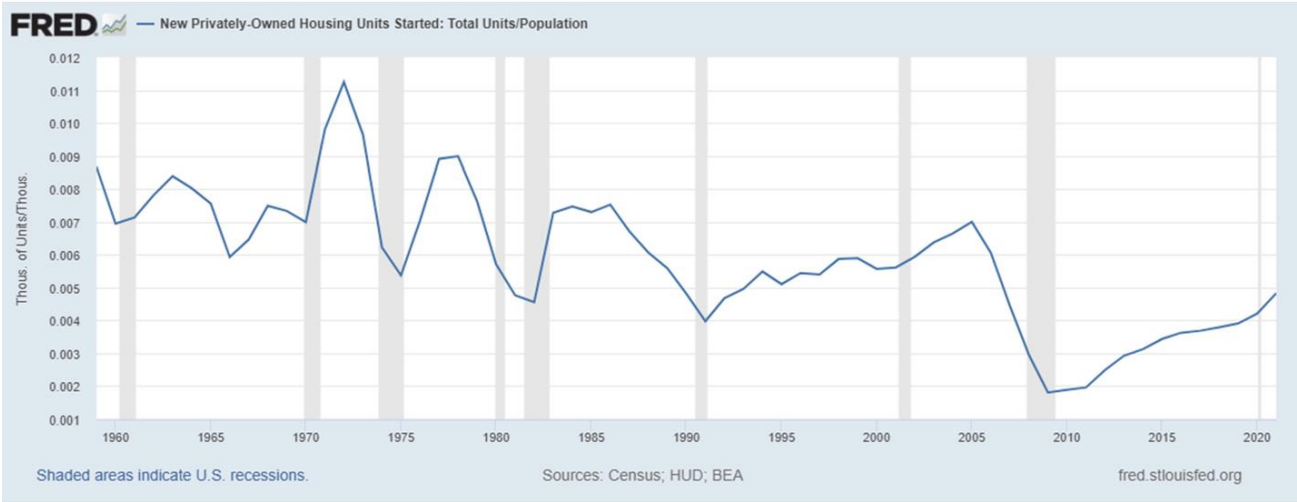
## Every major U.S. metro is building less housing



Source: Apartment List (David H. Montgomery / CityLab)

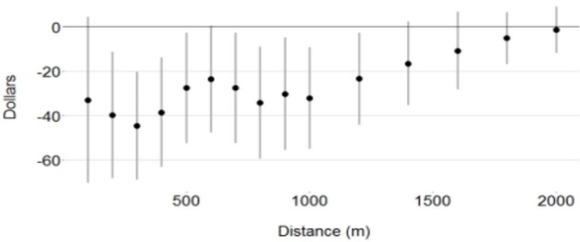
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# Housing scarcity is worsening



## All else equal, places that build more housing are more affordable than those that build less

See: “Supply Skepticism Revisited”  
from the NYU Furman Center



(a) 1BR Rents

Pennington, K. (2021). Does building new housing cause displacement? The supply and demand effects of construction in San Francisco. *Working paper*.



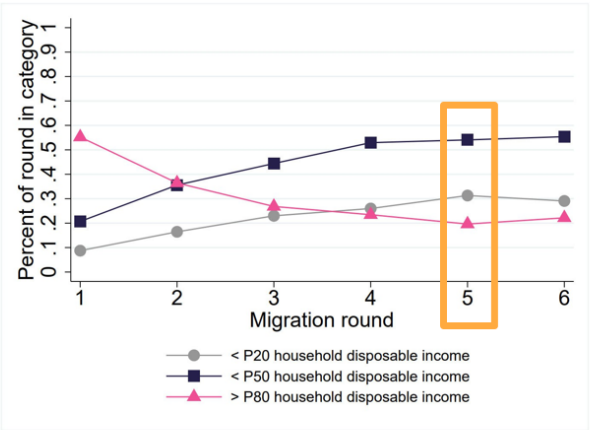
# New buildings “pull people up” into higher quality homes, loosening pressure across the market

**Move 1:** Household A moves into new \$2,000/month market-rate unit, leaving behind a \$1,600 unit.

**Move 2:** Household B moves into \$1,600 unit, vacating \$1,300 unit.

...

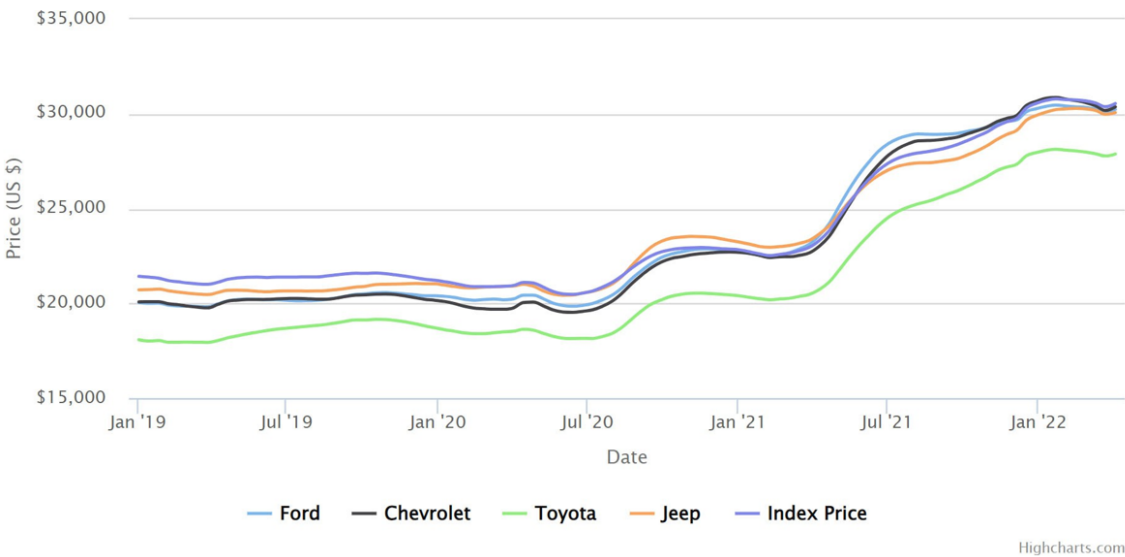
**Move 5:** A vacancy is created in an \$800/month unit – without subsidies



(e) Market-rate, individuals

Bratu, C., Harjunen, O., & Saarimaa, T. (2023). JUE Insight: City-wide effects of new housing supply: Evidence from moving chains. *Journal of Urban Economics*, 133, 103528.

# Learning from the used car market



# There’s no such thing as “no growth”

Cities and towns generally have three paths:

1. Growing housing stock
2. Growing housing prices
3. Stagnation and decline



# What's New and Next?

Where housing is headed

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## Missing middle housing

**Missing middle:** Everything from rowhouses to 3-4 story apartment and condo buildings

**Benefits:**

- Low construction costs
- Shared land costs
- Low barrier to entry for homebuilders
- Similar scale to existing buildings



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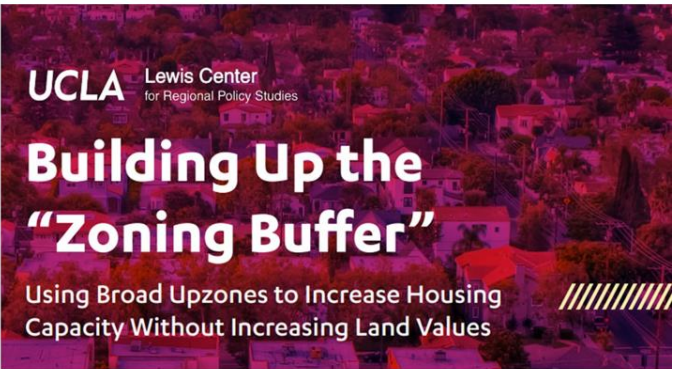
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## Broad upzoning

**Broad upzoning:** Allowing denser, more affordable housing citywide, not one n'hood/corridor/parcel at a time

**Benefits:**

- Reduces windfall increase in land value from targeted upzones
- Lower land costs can be passed on as lower rents/prices
- Shares burdens of growth

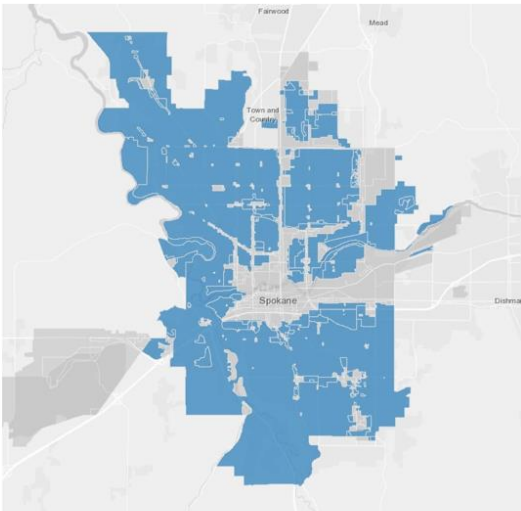


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# U.S. cities are already pursuing broad upzoning + missing middle in big ways

In late 2022, Spokane, WA upzoned 2/3 of the city, allowing 3 stories, unlimited floor area and density, and at least 50% lot coverage on all residential parcels



Other places to watch:

- Burlington, VT
- Sacramento, CA

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**LEARNING  
FROM THE  
“MONTANA  
MIRACLE”**

- Big tent
- Quick process
- Open dissent
- Healthy fear about the consequences of inaction

## Stay Positive!

You’ve created a wonderful community that people want to call home. If you were able to do that, then there’s nothing stopping you from making it even better.

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Following the presentation, a panel of speakers addressed questions that had been submitted by the community. The panel consisted of: City Community Development Director, Lew Holloway, County Community Development Director Chris Todd, UNC School of Government DFI representative Sarah Odio, Dogwood Trust representative Sarah Grymes; and Shane Phillips.

The meeting ended at approximately 7:45 p.m.

Barbara G. Volk, Mayor

ATTEST:

Jill Murray, City Clerk



# MINUTES

May 22, 2024

## SECOND MONTHLY MEETING OF THE CITY COUNCIL CITY OPERATIONS CENTER | 305 WILLIAMS ST. | 4:00 p.m.

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

**Via Zoom:** John Connet, City Manager

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

### 1. CALL TO ORDER

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

### 2. CONSIDERATION OF AGENDA

*Council Member Lyndsey Simpson moved that City Council approve the agenda as presented. A unanimous vote of the Council followed. Motion carried.*

### 3. CONSENT AGENDA

There were no items on the Consent Agenda.

### 4. PRESENTATIONS

#### A. School Resource Officer (SRO) Discussion – John Connet, City Manager

Right before the meeting, Henderson County announced that they will be funding the Hendersonville Police Department School Resource Officers for the 2024-2025 Fiscal Year. Mayor Barbara Volk read the following statement:

The City of Hendersonville is pleased to learn that Henderson County will be funding Hendersonville Police Department School Resource Officers for the 2024-2025 Fiscal Year. The City Council appreciates the Board of Commissioners willingness to listen to the concerns of the faculty, students and parents of the effected schools within the Hendersonville City Limits. The city is committed to working with Henderson County, Henderson County Public Schools, and Henderson County Sheriff's Department to protect our students, teachers, and administration. The Hendersonville Police Department School Resource Officers serve a critical role in supporting the school children in our city. Their specialized training allows them to deal with a wide range of issues facing our students. We believe that it is important that Hendersonville Police Department officers are in the Hendersonville schools to form critical relationships with our young people. This is the first step in fostering twenty-first century community policing. We look forward to continuing our service to these schools.

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

Lew Holloway introduced the Comprehensive Plan consultant team to present the thematic elements of the *Gen H 2045 Comprehensive Plan* in anticipation of the final draft of the Plan being released to the public on May 31<sup>st</sup>. This presentation will serve as the kick-off of the final draft review and adoption process which will unfold over the course of June, July, and August. Each of the consultants chimed in on the following PowerPoint presentation.



# AGENDA

- Gen H Content
- Gen H Context & Intent
- Vision for the Future
- Focus Areas
- Downtown Master Plan
- Implementing the Plan
- Next Steps

# GEN H CONTENT

Spotlight on the Plan

Public Draft Release  
May 31, 2024

### Acknowledgments

*The Gen H Comprehensive Plan was prepared with the great people of Hendersonville, for use as their guiding document towards a prosperous future.*

City of Hendersonville City Council Mayor Barbara Volk Mayor Pro Tempore Lindsey Simpson Council Member Dr. Jennifer Hensley Council Member Jeff Miller Council Member Debbie O'Neal Roundtree Previous Council Member Jerry Smith	Tyler Morrow, Planner II Community Advisory Committee Alicia Evans, Council on Aging Ben Smith, Neighborhood Representative Bert Shang, Chief Public Defender & Lenox Park Resident Bill McKibbin, Commercial Property Owner Bob Johnson, Neighborhood Representative Brock Hill, Youth Population Representative Chris Donahall, MD, Neighborhood Representative David Wright, Neighborhood Representative Denise Cumber-Long, United Way Jamie Carpenter, Downtown Manager John Connet, City Manager Lew Holloway, Community Development Director Mark Starwalt, Public Works Superintendent Matthew Manley, Strategic Projects Manager, Project Manager Luke Stomba, Neighborhood Representative	Benjamin Business Organization Representative Bolton & Menk Consultant Allen Davis Andre Gable Andre Gable Brita Smith Dylan McKee Grant Meacci, Principal Loma Allen, Project Manager Sergio Cruz Frances Miramon Green Heron Planning Ben Hildings Nealon Planning Meg Nealon Retail Strategies Jenn Gregory
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D. Community Engagement Summary	
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F. Implementation Matrix	
G. Scenario Planning	



Developing Gen H

ENGAGEMENT SCHEDULE

August 2023

• Email Campaign Launch

• Survey Launch

• Gen H Marketing Campaign & Educational Series

Sept.-Oct. 2023

• (16) Pop-Up Events

• CAC Meeting #2

• (6) Council Conversations

November 2023

• (3) Roundtable Discussions

• CAC Meeting #3

• Policymaker Workshop

• Open House #1

• (2) Presentation Days at Local High Schools

March-April 2024

• Draft Plan

• Technical Review Committee

• PMT Comments

• CAC Meeting #6

Summer 2024

• City Council Public Hearing

• City Council Adoption Vote

July 2023

• Website Launch

August 2023

• CAC Meeting #1

• (7) Pop-Up Events

• (3) DEI Workshops

• (2) Bruce Drysdale 3rd Grade Presentations

• Building Bridges Luncheon Presentation

January 2024

• CAC Meeting #4

• Roundtable Discussion with African-American Pastors

February 2024

• Open House #2

• CAC Meeting #5

• Open House Survey Launch

• ESG & Tree Board Meeting

Spring 2024

• Public Hearing Draft

• Planning Board Presentation

Developing Gen H

The City of Hendersonville hired consultant firm Bolton and Menk, Inc., to aid in the development of the Comprehensive Plan. Working alongside City staff, the Gen H project team reviewed previous plans and studies, analyzed existing conditions, met with community members to establish plan visions and goals, and to ultimately develop a plan for adoption and implementation. The Gen H Plan was developed over the course of four phases that included the following steps:

Phase I - Issues & Opportunities

• Review of background information (planning documents, mapping data, previous studies, housing statistics, etc.)

• Forecasts of how Hendersonville may evolve over time

• Public engagement plan to reach as many Hendersonville residents as possible

Phase II - Vision & Goals, Growth & Conservation Framework

• Convene a Community Advisory Committee for input and guidance throughout the project

• Launch public survey, public engagement meetings, and engagement tools

• Gather input from a diverse group of stakeholders including City Council, staff, and community members

• Development of vision statements and growth framework based on community input

• Development of growth alternatives

Phase III - Implementation Strategy

• Development of strategies and actions to achieve the goals of the community

• Continuation of the public engagement process

• Draft of the Gen H document

Phase IV - Adoption

• Engagement with community, advisory boards and stakeholders groups

• Finalization of the plan

• Final review, Public Hearing and Adoption by City Council

Parks, Recreation, and Public Spaces

• Downtown and other community-identified focus areas

• Community and Economic Development

WHAT IS IN THE GEN H PLAN?

The Gen H Plan provides guidance and recommendations for the following topics:

• Land Use and Growth

• Public Infrastructure

• Community Character, Cultural and Historic Resources

• Natural Resources, Sustainability, and Resiliency

Students from Bruce Drysdale Elementary participate in Gen H activities at City Hall | City of Hendersonville

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14 | ABOUT THE PLAN | 7

GEN H CONTEXT & INTENT

How Much Growth?

1000

800

600

400

200

0

2001

2002

2003

2004

2005

2006

2007

2008

2009

2010

2011

2012

2013

2014

2015

2016

2017

2018

2019

2020

2021

2022

Source: U.S. Census Bureau (Population Estimates Program)

Neilsberg

Figure 4.1 A graph that shows historic population growth for the city over the last few decade | US Census

Sources	Pop. Projection, 2045	Potential Pop. Increase by 2045	Number of Potential Housing Units to be added by 2045 (@ 1.91 HH size)
NC OSMB (City, assumes 13% of County)	19,585	4,264	2,232
Henderson County Bldg. Dept.*	24,718	10,337	5,412
City Planning Dept.**	42,367	31,102	16,284
NC OSMB (Henderson County)	47,867	32,546	17,040

Figure 4.3 Potential housing units added by 2045 based on projected population

	Pop 2022	Pop 2045	Pop Change by 2045
City	15321*	19585	4264
County	118106**	150652**	32546

\* Source: US Census. Note: The city's population is 13% of the County's population.

\*\* Source: NC Office of State Budget and Management, Henderson County, 2023

Figure 4.2 Estimated population of Hendersonville by 2045 | NC Office of State Budget and Management

Where Should New Development Occur?

1. Developed

2. Protected

3. Underutilized / Underdeveloped\*

4. Undeveloped\*

\* Land Supply is comprised of these two areas, which in combination encompasses 3,832 acres.

WHERE SHOULD NEW DEVELOPMENT OCCUR?

The second question is, "Where can the growth (i.e., new homes, new businesses, and additional support services) be located?" Therefore, an early step in the process is mapping the development status to determine which parcels make up the "land supply," or the places where growth may go, and then determining which types uses (residential, commercial, or industrial) will be attracted to available land based on the attributes of the parcels that make land more or less suitable for such uses.

Land Supply

The land within the city and its extraterritorial jurisdiction (ETJ) totals 9,630 acres. Over half of that land (60%) is already developed, within right-of-way (ROW), and not likely to redevelop. Less than 1% is protected through conservation easements and other land protection mechanisms. The remaining land is either undeveloped (vacant) or underdeveloped (and ripe for redevelopment). The "land supply" is

comprised of these two areas, which in combination encompasses 3,832 acres, and it is the area of land to be considered for future development or conservation.

The Land Supply Map (Figure 4.4) depicts the distribution of the four categories of development status. The status of parcels in the city and the ETJ can be described as follows:

• **Developed** - The level of investment is high and such parcels are not likely to redevelop over the next 20 years.

• **Protected** - Parcels of land are protected as public parks, state-maintained parkland, or privately-owned conservation easements.

• **Underutilized / Underdeveloped** - The level of investment is low relative to the parcel value and the property is therefore ripe for redevelopment.

• **Undeveloped** - With few or no structures, parcels of land remain vacant or relatively undeveloped

Figure 4.4 Land Supply Map

0

4,000

Feet

Land Supply

Hendersonville City Limits

Hendersonville ETJ

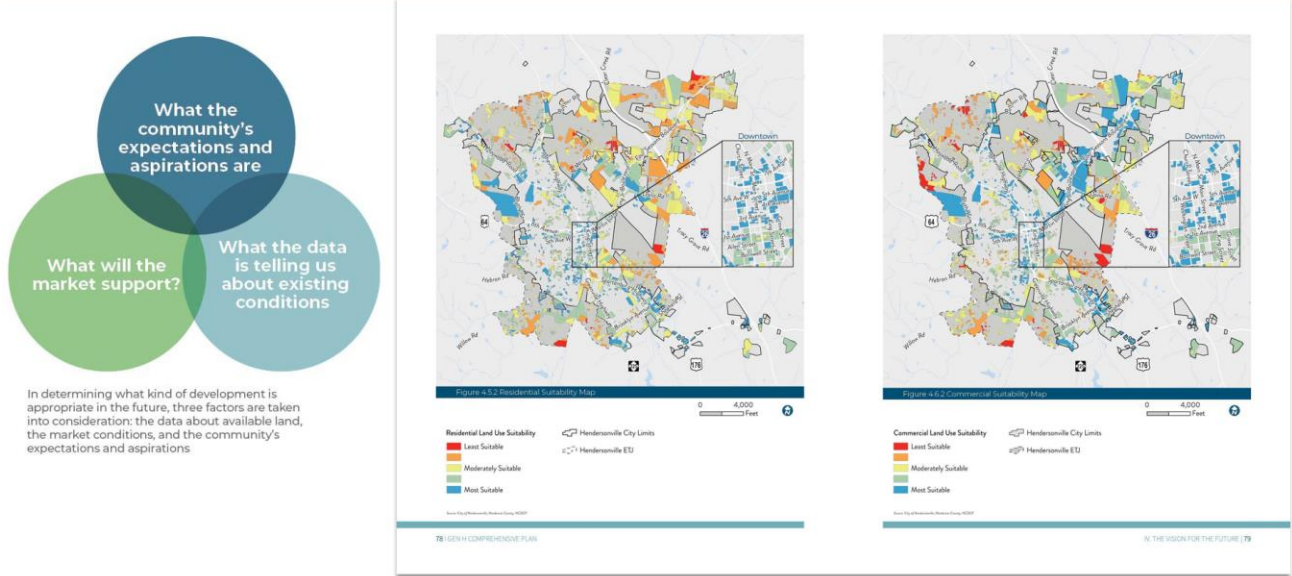
Source: Planning Department, Henderson County, 2023

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85 | THE VISION FOR THE FUTURE | 15

103

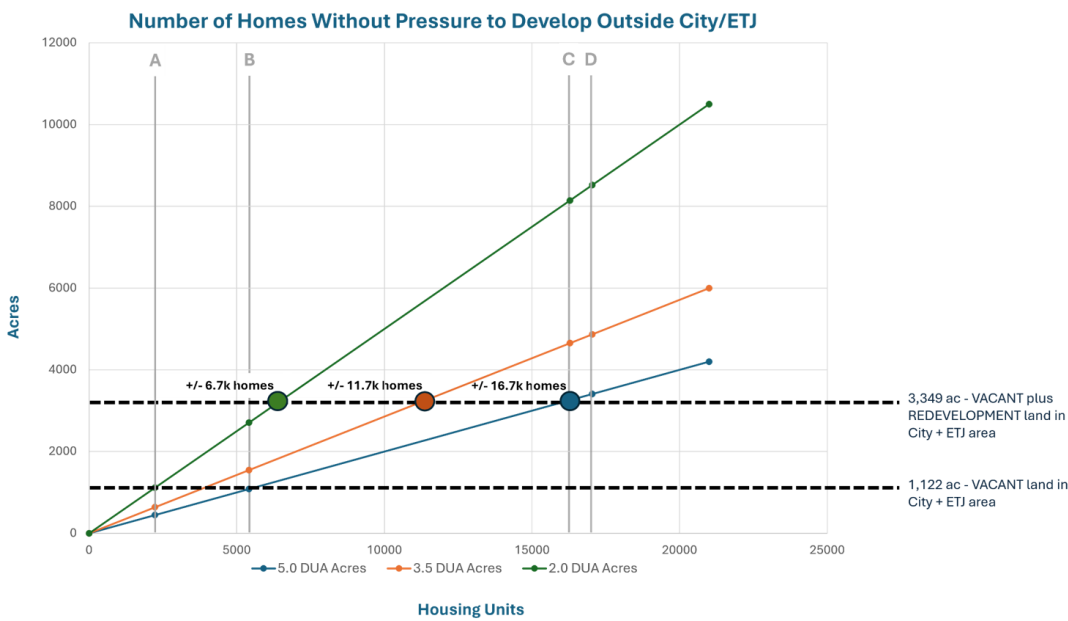
What Kind of Development Should Be Supported?



What is the Appropriate Level of Intensity?



Housing Growth






# THE VISION FOR THE FUTURE

## Defining the Vision & Goals

### The Vision

The "Vision" for the future of Hendersonville is expressed in terms of an aspirational statement about the future ("Vision Statement"), Goals, Objectives, and Guiding Principles, all of which are reflected in the Future Land Use and Conservation Plan (or Vision Map). The map is described through definitions of the Characters Areas depicted on the map.



### Vision Statement

*"Hendersonville is known as a livable city with a strong sense of community created through commitments to and investments in—quality neighborhoods, a strong local economy, sustainable infrastructure, accessible public facilities and programs, cost-effective amenities, and the conservation of historic, cultural, and environmental assets that define its character and identity."*

### Goals

- Vibrant neighborhoods
- Abundant housing choices
- Healthy and accessible natural environment
- Authentic community character
- Safe streets and trails
- Reliable and accessible utility services
- Satisfying work opportunities
- Welcoming and inclusive community
- Accessible and available community uses and services
- Resilient community

## Guiding Principles

- Mix of Uses
- Compact Development
- Sense of Place
- Conserved and Integrated Open Space
- Desirable and Affordable Housing
- Connectivity
- Efficient, Accessible Infrastructure

### Guiding Principle

#### COMPACT DEVELOPMENT

Along with the mix of land uses, the intensity of development in a community can have a significant impact on its ability to provide affordable housing options, reduce traffic congestion, make efficient use of infrastructure, provide services, and generally create vibrant communities. Building up with tall buildings in the appropriate places is one way to accommodate more uses in a given location. In doing so, development can

### Did You Know?

High density, less land consumed for development.  
More land conserved.

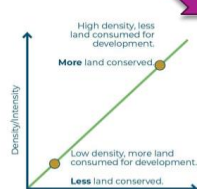


Figure 4-17 Density Intensity vs. Conservation Diagram

### Community Input

#### Based on the Community Survey, 65% of respondents prioritize preservation of agricultural land and open space.

**OPPORTUNITY:** The 15-minute Neighborhood  
A "15-minute neighborhood" has many uses within a 15-minute walk or 15-minute bike ride from homes. Activity centers designed to accommodate a range of compatible uses, including residential, can offer the option to live within a short walk or bike ride to shopping, dining, entertainment, services, and work. In Hendersonville, several existing and future neighborhood centers with local-serving retail, restaurant, civic, or service uses can form the core of a 15-minute neighborhood that also features schools, parks, a range of housing in flanking neighborhoods, and other compatible uses.

### Opportunity

#### OPPORTUNITY: Context-Sensitive Infill Development

Future infill development and redevelopment can accommodate future growth while respecting the character of both the built and natural environments in existing communities. New development should consider existing development adjacent to the site. Context-sensitive design incorporates:

- **Transitions in a scale** (building height and mass and/or lot size), from smaller structures that are compatible with the surrounding context (e.g., the edges of a neighborhood) to taller buildings
- **Architectural features** that help new development blend in with nearby buildings through similarly sized and patterned elements, such as windows, doors, awnings, arcades, cornices, facade materials, roof types, and other details.

## Vision Map

### OPEN SPACE

- Open Space - Conservation 1 (Regulated)
- Open Space - Conservation 2 (Natural)
- Open Space - Recreation
- Rural Residential
- Family/Neighborhood Living
- Multi-Generational Living
- Overseas

### EMPLOYMENT

- Mixed Use - Employment
- Institutional
- Innovation
- Production

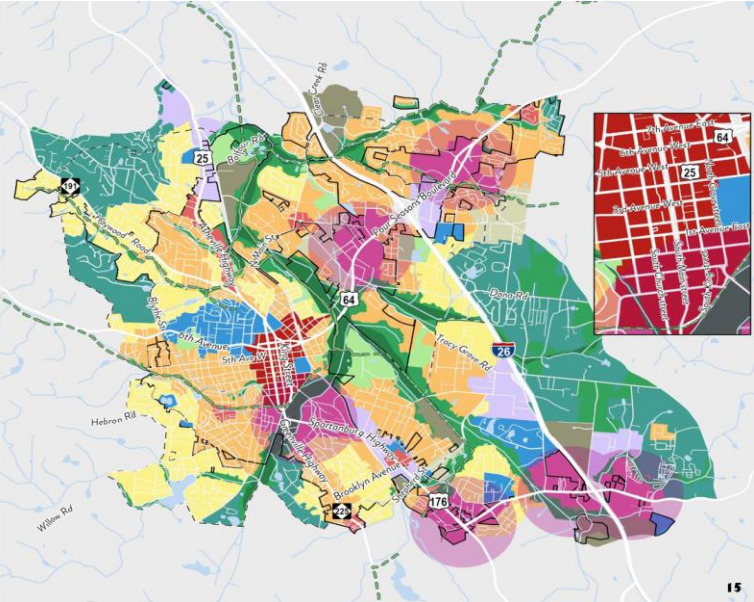
### LIVING

- Family/Neighborhood Living
- Multi-Generational Living
- Overseas

### ACTIVITIES

- Neighborhood Center
- Neighborhood Center
- Neighborhood Center

### Future Land Use & Conservation Map (DRAFT)



0 4,500 Feet



Character Areas

- Residential Character Areas comprise over half of the study area (56%)
- Open Space Character Areas account for 19%
- Employment Character Areas account for 15%
- Activity Center Character Areas comprise 10%

Character Areas

Character Areas are classifications of development and conservation. The use of such classifications instead of land use categories is a modernized approach to describing existing and future development and distinguishing each area from others.

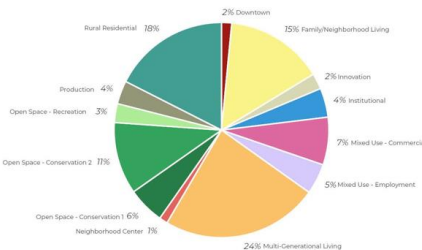


Figure 4.131 - Character Area percentages for study area. ROW is not included acreage percentages.

Jurisdiction	Character Area	Acreage	Percent
Hendersonville City Limits	Downtown	185.3	4.4%
	Family/Neighborhood Living	601.4	14.3%
	Innovation	103.0	2.4%
	Institutional	292.6	6.9%
	Mixed Use - Commercial	545.1	12.8%
	Mixed Use - Employment	134.3	3.2%
	Multi-Generational Living	1515.9	35.6%
	Neighborhood Center	133.3	3.1%
	Open Space - Conservation 2 (Natural)	302.0	7.1%
	Open Space - Conservation 1 (Regulated)	243.1	5.7%
Hendersonville EIT	Open Space - Recreation	220.3	5.5%
	Production	122.0	2.9%
	Rural Residential	37.5	0.9%
	Rural Residential	37.5	0.9%
	Total	4,252.9	100.0%
Hendersonville EIT	Family/Neighborhood Living	922.8	23.1%
	Innovation	70.9	1.8%
	Institutional	414.4	10.2%
	Mixed Use - Commercial	470.0	12.2%
	Mixed Use - Employment	932.0	23.3%
	Multi-Generational Living	2,084.4	50.5%
	Neighborhood Center	15.7	0.5%
	Open Space - Conservation 2 (Natural)	345.9	8.7%
	Open Space - Conservation 1 (Regulated)	383.4	9.6%
	Open Space - Recreation	220.3	5.5%
EIT Expansion	Production	137.9	3.5%
	Rural Residential	691.2	17.3%
	Total	3,991.2	100.0%
EIT Expansion	Family/Neighborhood Living	114.0	3.0%
	Innovation	193.5	5.1%
	Mixed Use - Commercial	272.5	7.1%
	Mixed Use - Employment	272.5	7.1%
	Multi-Generational Living	3,367.7	83.3%
	Neighborhood Center	0.2	0.0%
	Open Space - Conservation 2 (Natural)	663.2	17.3%
	Open Space - Conservation 1 (Regulated)	41.7	1.1%
	Open Space - Recreation	0.0	0.0%
	Production	247.5	6.5%
Total	Rural Residential	1,387.5	36.3%
	Total	3,622.6	100.0%

Figure 4.132 - Character Area percentages and acreage by city limits, EIT, and EIT expansion. ROW is not included in acreage percentages.

Character Areas

Open Space

**OPEN SPACE - CONSERVATION 2 (NATURAL) (OSC-2)**  
These areas consist primarily of protected, undeveloped open space. Regulated land uses are the predominant component. However, publicly provided lands (e.g., state and federally maintained parking) may also comprise the character area. Maintaining environmental integrity is a major consideration in land planning activities, such as greenways or vehicular access.

**OPEN SPACE - CONSERVATION 2 (NATURAL) (OSC-2)**  
These areas are natural and are either protected through public or private ownership or through state or federal regulations. They consist primarily of biologically as well as positive, active, accessible natural resources, including managed open space.

Though some development can be supported in these areas, most uses are associated with access to protected open space (e.g., nature preserves, agriculture, and natural resource management).

**OPEN SPACE - RECREATION (OSR)**  
These areas are typically publicly maintained facilities, reserved for a variety of uses including trails, golf courses, parks, recreation, and parks. Though various types of active recreation spaces are also suitable uses in other character areas, this character area delineates the location of open space with public access.



Living

**RURAL RESIDENTIAL LIVING (RRL)**  
Characterized by low-density residential development, this area is comprised of single-family detached homes on a lot of one acre or greater. Conservation design, which includes more open space in exchange for smaller minimum lot sizes, may be a preferred approach to achieve. GOLF course communities can also be found in these areas.

**FAMILY/NEIGHBORHOOD LIVING (FNL)**  
This area is characterized by medium-density residential development. It is comprised of single-family detached homes on a lot of one acre or greater. Conservation design, which includes more open space in exchange for smaller minimum lot sizes, may be a preferred approach to achieve. GOLF course communities can also be found in these areas.

trails and sidewalks in neighboring development. Conservation design, which includes more open space in exchange for smaller minimum lot sizes, may be a preferred approach to achieve. GOLF course communities can also be found in these areas.

**MULTI-GENERATIONAL LIVING (MGL)**  
This area is characterized by mixed residential development and a limited amount of small-scale neighborhood-serving commercial. It is comprised of a variety of homes, ranging from detached single-family homes to multi-family units. The combination of housing types is intended to create intergenerational neighborhoods. Improved open spaces in the form of green pocket parks and neighborhood parks are encouraged, and greenway trails within are located to connect each park as well as provide links to



Activity Centers

**DOWNTOWN (DT)**  
This is the heart of the community and center of civic activities. In addition to governmental uses, it includes areas of retail, restaurant, service, office, and civic uses, as well as a variety of residential housing types. The form of use can be horizontal as well as vertical where changes in use can occur between floors of the same building. Buildings of two or more stories are common, and commercial streets are integrated in the form of plazas, formal greenways, and pedestrian paths.

**MIXED-USE COMMERCIAL (MUC)**  
These areas are centers of activity that include a mix of retail, restaurant, service, office, and civic uses, as well as a variety of residential housing types. The form of use can be horizontal as well as vertical where changes in use can occur between floors of the same building. Buildings of two or more stories are common, and commercial streets are integrated in the form of plazas, formal greenways, and pedestrian paths.

**NEIGHBORHOOD CENTER (NC)**  
Neighborhood Center encompasses small centers (typically up to 100,000 sq ft) of non-residential space with local-serving uses may be located within walking distance of one another.



Employment

**MIXED-USE EMPLOYMENT (MUE)**  
Employment centers contain a mix of commercial, industrial, and institutional uses including office, light industrial, and manufacturing. These areas offer a variety of employment opportunities and can be supported by a mix of transportation modes and infrastructure. These areas offer a variety of employment opportunities and can be supported by a mix of transportation modes and infrastructure.

**PRODUCTION (PD)**  
This area is typically for manufacturing and production, including heavy manufacturing, assembly

operators, water and sewer treatment plants, major power plants, landfills, and supporting activities like light manufacturing, warehousing, distribution, and office uses. These areas are close to major transportation modes and separated from surrounding areas by transitional spaces or landscaping that shield view of structures, loading docks, or outdoor storage. Typically, both parking and buildings are large. On-site open spaces are primarily managed for intended to be used by building occupants. Forests are often planted, designed for public use, and may have controlled access through security mechanisms like gates.

**INSTITUTIONAL (INST)**  
Institutional areas are a type of mixed-use center with buildings serving varied purposes like education, healthcare, or public facilities such as courthouses and local government offices. They may also include restaurants, retail, offices, and multi-family residential units. Institutional areas featuring green space connectivity by pedestrian paths, clustered parking, and interconnect vehicular access.

**INNOVATION (INN)**  
This area supports light manufacturing, maker spaces, creative offices, and warehouses. Commercial services center around daytime workers and local residents. Its proximity located near major transportation modes. The design follows compatibility standards, using transitional spaces and landscaping to hide loading docks. The area features diverse ground and building forms with a center open space and connected greenway system. Streets vary between pedestrian-friendly and those accommodating trucks.



Translating Character Areas to Zoning

- Provide guidance for staff
- Laying groundwork for code amendments

Character Area Crosswalk

The Character Areas define places in Hendersonville now and in the future. While they are not zoning districts, they provide guidance on the application of appropriate zoning districts. This "crosswalk" assigns current and proposed districts to demonstrate there are differences in Character Areas. This tool is not prescriptive. Rather, it aligns Character Areas with districts that are closely associated and therefore appropriate. The development envisioned for each Character Area can be accomplished with one or more of the zoning districts specified. Application of zoning to any Character Area is not limited to the districts indicated.

Character Area	R-40	R-20	R-15	R-10	R-6	UP	UV	UCT	C-1	C-2	C-3	C-4	CHU	CHMU	HHU	GHMU	I-1	MIC	P-CD	P-1D	P-2D	PHH	PMD
Downtown																							
Family/Neighborhood Living																							
Institutional																							
Mixed Use - Commercial																							
Multi-Generational Living																							
Neighborhood Center																							
Open Space - Conservation 2 (Natural)																							
Open Space - Conservation 1 (Regulated)																							
Open Space - Recreation																							
Production																							
Rural Residential																							

Figure 4.133 - Character Area Crosswalk

\* Refer to Chapter 6 for recommended code updates.  
X \*\* This district is appropriate with modifications.  
X \*\* Under special circumstances (established in code)

How This Chapter Will Be Used

- Staff
- Boards
- City Council
- Community Partners

Comprehensive Plan



FOCUS AREAS

Focus Areas

1. Western Ecusta Trail
2. Blue Ridge Mall
3. Spartanburg Highway
4. Downtown Edge\*
5. 7th Street\*

\* Presented in Chapter 5

Focus Area Concepts

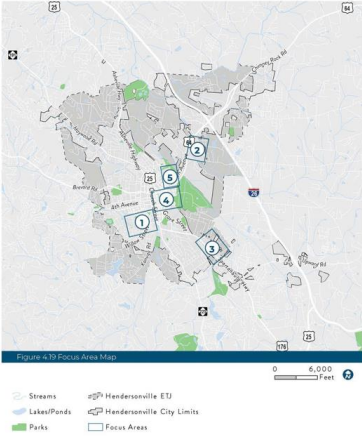
The evolution of the planning area will occur over a period of years. Some areas will be subject to development pressures in the near future. Others present opportunities for redevelopment that, through thoughtful design, could achieve many of the community's goals and should be encouraged. Five focus areas have been studied as part of the planning process to better understand development potential consistent with the Future Land Use & Conservation Plan map. Each set of conceptual illustrations on the pages that follow conveys one of several possibilities for the delineated area. Considering the potential use of parcels collectively, decisions about future development on individual parcels can be made in a manner that optimizes the utilization of land while adhering to the community's objectives. The supporting notes are intended to highlight the design principles represented in the

illustrations and inform the creation of site design standards to be met as changes occur.

The focus areas include:

- 1 Western Ecusta Trail - Positioning for trail oriented development at a neighborhood scale, improved connections, and mixed use along Kanuga
- 2 Blue Ridge Mall - Following national trends and reenvisioning a mixed use activity center
- 3 Spartanburg Highway - Transitioning from suburban, car-oriented to a walkable destination
- 4 Downtown Edge\* - Emphasis on retaining character, growing south and east, and infill residential opportunities
- 5 7th Street\* - Focus on improving connections, infill development, and neighborhood stabilization.

\*Presented in Chapter 5



Western Ecusta Trail Focus Area

Western Ecusta Trail

**CONCEPT**

With an orientation toward the future Ecusta Trail, this neighborhood center offers a destination along the path as well as a gathering place for the residents of the flanking neighborhoods. Existing businesses can be complemented by additional, local serving restaurants and shops. Organized around a park, much of the infill commercial and residential uses put eyes on the public space, increasing safety while ensuring a level of activity that the local businesses require to be viable. Redevelopment along Kanuga Street offers another yet different stop along the trail route, and the streetscape improvements are designed to form an urban greensway functioning as a connector to the Ecusta Trail. Other perpendicular routes tie into the trail, increasing access to it and improving connectivity to the broader greensway network.



Figure 4-23 Western Ecusta Trail Concept



Mid-density development incorporates both commercial and residential uses. Townhomes and condos in NC2s | Charlotte NC2s



Mid-density development incorporates both commercial and residential uses. Townhomes and condos in NC2s | Charlotte NC2s



Neighborhood trails are located in "front yard" open space areas, Charlotte Rail Trail in South End | Charlotte Rail Trail



Mid-density development incorporates both commercial and residential uses. Townhomes and condos in NC2s | Charlotte NC2s



Blue Ridge Mall Focus Area

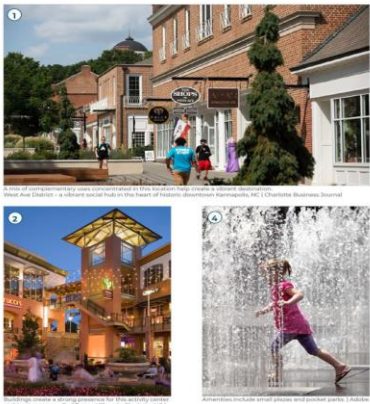
Blue Ridge Mall Focus Area

**Concept**  
In this location, well situated along Four Seasons Boulevard, the Blue Ridge Mall and flanking commercial sites are good candidates for redevelopment. The age of the buildings coupled with shifts in consumer behaviors point to near-term opportunities to better utilize the properties for a mix of uses and amenities. While the concept suggests the inclusion of retail and restaurants, the reimagining of this area could introduce entertainment, lodging, and residential uses to create a vibrant destination. Enhanced by streetscape and open space in the form of community greens, plazas, and pocket parks, the place is both attractive and competitive in the market. It helps transform the area into a new front door to the city as well as to the established neighborhoods nearby.



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Spartanburg Highway Focus Area

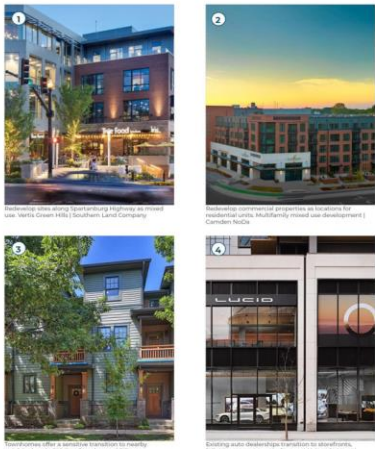
Spartanburg Highway Focus Area

**Concept**  
This aging commercial corridor has an opportunity to be reinvented to be more responsive to changing market conditions and the housing needs of the community. Redevelopment can give new life to an area where diminished business viability, evidenced by increasing vacancy rates, lower lease rates, and declining property values, is halted. Reinvestment is feasible, accomplished at a level of intensity that enables a mix of compatible uses that maximize utilization of the land and available infrastructure. The mix of uses recognizes the reduced demand for retail and office space due to changing consumer behavior (rising rates of online shopping) and remote working, and increasing demand for housing products that address affordability and lifestyle preferences. Existing uses, including some institutional and civic uses, are retained and integrated into the evolving fabric.



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THE DOWNTOWN MASTER PLAN

Downtown Character Districts

- 1. Lower Trailhead
- 2. Main Street
- 3. Downtown Edge
- 4. 7th Avenue

Character Districts

Within the downtown study area, there are four areas with their own unique character. A building height overlay character district, established by the 2007 North Carolina Senate Bill 649, applies to all four character districts. It limits building heights to a maximum of 64 feet, superseding regulations of other.

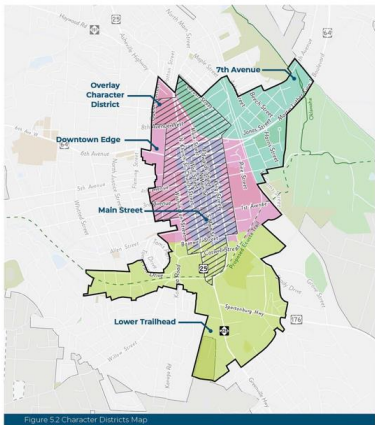
**LOWER TRAILHEAD**  
This emerging district contains the southern parcels in the downtown study area and is comprised of single-family residential parcels, big box stores, and open land, allowing opportunity for trail-oriented redevelopment along the Ecusta Trail.

**MAIN STREET**  
Situating in the core and desired to remain intact with respect to the city's historic buildings, this district can welcome new businesses and economic growth to enhance the downtown. This district includes the Main Street MSD.

**DOWNTOWN EDGE**  
This district is centrally located in the downtown study area but focuses outside of the core. This district has the opportunity to accommodate commercial, office, and residential growth downtown.

**7TH AVENUE**  
This district lies in the northeast of the study area with parcels connected by 7th Avenue. This historic district has potential to grow into a commercial hub and an extension of the core. This district includes the 7th Avenue MSD.

**FOCUS AREA CONCEPTS**  
Five focus areas have been studied as part of the planning process to better understand development potential consistent with the Future Land Use & Conservation Plan map. Within downtown, the Downtown Edge and 7th Avenue Character Districts include conceptual illustrations that convey one of several possibilities for the delineated areas.



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# Downtown Character Districts

### Lower Trailhead

Located in the heart of downtown, the Lower Trailhead character district encompasses a range of existing land uses, including retail, industrial, and office buildings. The district is a mix of historic and modern architecture, with a focus on preserving the historic character while allowing for modern development.

**OPPORTUNITIES**

- Encourage historic preservation and adaptive reuse of historic buildings.
- Support local businesses and artisans.
- Encourage pedestrian-friendly development.
- Support local residents and community organizations.
- Encourage green building and sustainable development.



### Main Street

The Main Street character district is located in the heart of downtown and is a mix of historic and modern architecture. The district is a mix of historic and modern architecture, with a focus on preserving the historic character while allowing for modern development.

**OPPORTUNITIES**

- Encourage historic preservation and adaptive reuse of historic buildings.
- Support local businesses and artisans.
- Encourage pedestrian-friendly development.
- Support local residents and community organizations.
- Encourage green building and sustainable development.



### Downtown Edge

The Downtown Edge character district is located in the heart of downtown and is a mix of historic and modern architecture. The district is a mix of historic and modern architecture, with a focus on preserving the historic character while allowing for modern development.

**OPPORTUNITIES**

- Encourage historic preservation and adaptive reuse of historic buildings.
- Support local businesses and artisans.
- Encourage pedestrian-friendly development.
- Support local residents and community organizations.
- Encourage green building and sustainable development.



### 7th Avenue

The 7th Avenue character district is located in the heart of downtown and is a mix of historic and modern architecture. The district is a mix of historic and modern architecture, with a focus on preserving the historic character while allowing for modern development.

**OPPORTUNITIES**

- Encourage historic preservation and adaptive reuse of historic buildings.
- Support local businesses and artisans.
- Encourage pedestrian-friendly development.
- Support local residents and community organizations.
- Encourage green building and sustainable development.



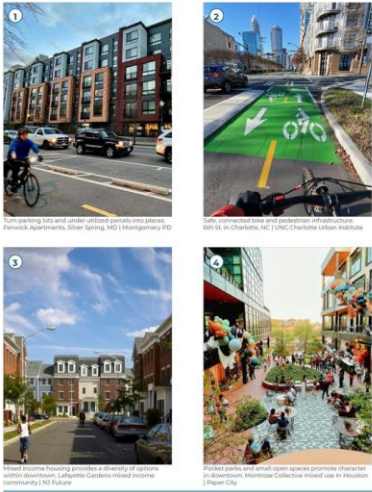
Gen H Comprehensive Plan

# Downtown Edge Concept

**DOWNTOWN EDGE CONCEPT**  
Building on the success of the Main Street district, this area promotes growth east towards Mud Creek and north towards 7th Avenue. Building strong network connections to the east along 5th, 4th, and 1st Avenues will be key for multimodal connectivity from the Oklahoma Greenway to Main Street and the heart of downtown. Infill development along King and Grove Streets will create new opportunities for more residential in the core and within the Williams Street area. New open spaces opportunities should occur in the form of pocket parks, trail heads, neighborhood parks, and extensions of the Main Street streetscape. Infill mixed use development can provide variety within the government district between 3rd and 7th Avenues and could include a shared-use parking for the county courthouse and proposed residential.



Figure 4.20 - Downtown Edge Concept



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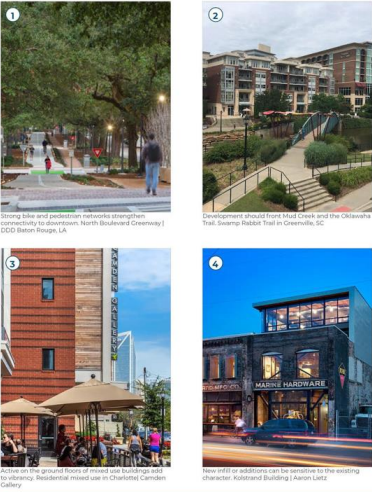
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# 7th Avenue Concept

**7TH STREET CONCEPT**  
Just beyond downtown, the 7th Avenue district has a charm all its own, with historic buildings and modest single family neighborhoods. This eclectic area is poised for reinvestment, however will require strategies to mitigate displacement and direct future investments equitably. With the Oklahoma Trail to the east and the new 7th Avenue streetscape under construction, there is opportunity to better connect the area to downtown and support a walkable destination. Development should orient along the Oklahoma Trail to create a unique destination within the district. Along 7th Avenue, infill development should include a mix of commercial and residential. New residential infill should be mindful of the existing character and provide a variety of housing types and affordability. New open spaces should be interspersed and reinvestment in King Park should be considered.



Figure 4.21 - 7th Avenue Concept



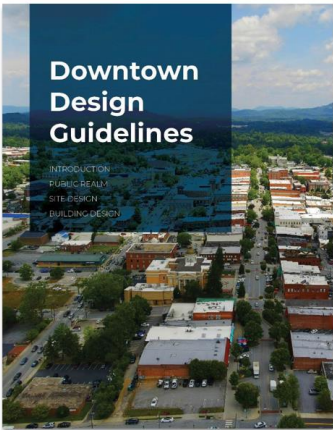
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CASE STUDY | 211

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Downtown Design Guidelines



ORGANIZATION

The Guidelines are divided into three sections: Public Realm, Site Design, and Building Design.

Public Realm

Public Realm guidelines address the shared downtown community spaces such as the public streets, sidewalks, parks and plazas. These Guidelines aim to create vibrant public realms that foster community interaction and engagement.

Site Design

Site Design guidelines address specific standards for future development as they relate to building placement, height, and massing. Additional standards related to open space, stormwater management, and parking are also discussed. These standards are important in ensuring future development complies with the area's character.

Building Design

Building Design guidelines speak to the architectural character of the downtown districts and provide recommendations on façade design as well as various building elements such as entry, windows, roofs, doorways, ground floors, and materiality. Special emphasis is placed on ground floor activation as it is vital within the downtown pedestrian-oriented districts.



Downtown building facade | Hendersonville, NC, Visitors



Painted sidewalk on Maple Street



Hendersonville Main Street | City of Hendersonville

Public Realm

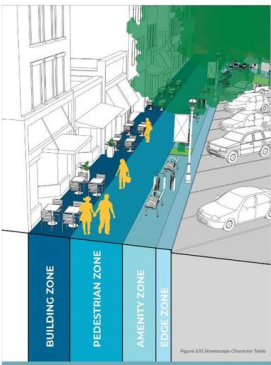


Figure 5.21 Downtown Character Table

Public Realm Diagram

Public Realm

The "Public Realm" refers to all public or semi-public space, spanning from building edge to building edge.

Activation of the public realm is crucial for fostering a vibrant and pedestrian-friendly downtown. Through strategic design and programming, cities can create environments that encourage pedestrian activity.

Wide sidewalks, outdoor dining, landscaping, pedestrian and bicycle facilities, public art, plazas, and parks all contribute in creating a high-quality public realm that is inviting, inclusive, and dynamic.



Figure 5.3 Public Realm Diagram

- 1 Parklet
- 2 Bicycle Facilities
- 3 On-Street Parking
- 4 Street Furniture
- 5 Public Art
- 6 Crosswalk
- 7 Landscaping
- 8 Outdoor Dining
- 9 Food Truck Parking
- 10 Lighting
- 11 Pavement Mural
- 12 Pocket Park

Site Design

	MAIN STREET	DOWNTOWN EDGE	7TH AVENUE	LOWER TRAILHEAD
Character	Commercial	Commercial	Commercial	Commercial
Form	Medium Rise	Medium Rise	Medium Rise	Medium Rise
Height	4-6 stories	4-6 stories	4-6 stories	4-6 stories
Open Space	Low	Low	Low	Low
Public Realm	Low	Low	Low	Low
Greenery	Low	Low	Low	Low
Outdoor Amenities	Low	Low	Low	Low
Public Art	Low	Low	Low	Low
Lighting	Low	Low	Low	Low
Street Furniture	Low	Low	Low	Low
Other	Low	Low	Low	Low

Figure 5.29 On-Site Open Space Typology

On-Site Open Space Typology

BUILDING HEIGHT MAP

The Building Heights Map, as shown on the right, outlines the maximum height allowed within each character district. The map includes the existing overlay character district, as mandated by Senate Bill 649, which was enacted by the General Assembly of North Carolina (2007). Within this district, building heights are restricted to a maximum of 64 feet.\*

CHARACTER DISTRICTS	Min.	Max.
Main Street Character District	22' (2-story)	64' (4-story)*
Downtown Edge Character District	22' (2-story)	64' (4-story)
7th Avenue Character District	22' (2-story)	40' (3-story)
Lower Trailhead Character District	22' (2-story)	40' (3-story)

Figure 5.29 District Height Transition

\*With the exception of the buildings facing Main Street within the Main Street Historic District are not to exceed 3 stories

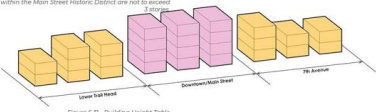


Figure 5.30 Calculation of Building Height

- Recommendations include:
- Extend the 64' height limit to include all parcels within the downtown character districts.
- Allow a maximum height of 40' within the 7th Avenue and Lower Trailhead Character Districts, development endeavors.

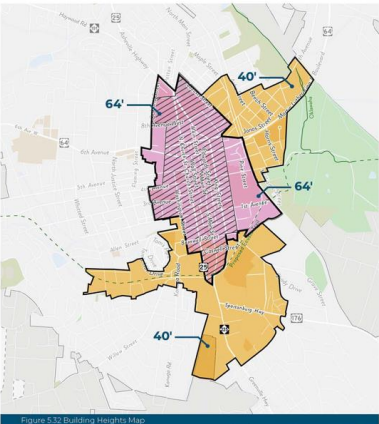
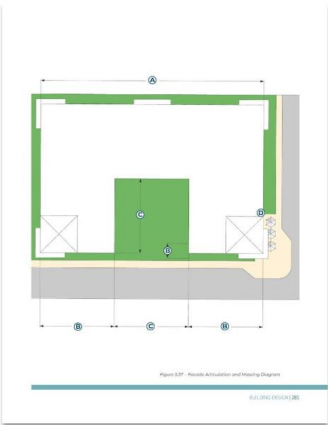


Figure 5.31 Building Heights Map

- Streams
- Lakes/Ponds
- Parks
- Public Land
- Hendersonville ETJ
- Hendersonville City Limits
- Proposed Greenway
- Existing Greenway
- Overlay Character District
- Max. Height: 40'
- Max. Height: 64'
- Downtown Study Area

# Building Design



Façade Articulation Diagram

Gen H Comprehensive Plan

### Building Design

**ARCHITECTURAL CHARACTER**  
An overview of the architectural character of each of the proposed character districts can be seen below. Future development should look to the existing architectural language within each character district for inspiration but should not mimic buildings entirely.

**Main Street**

- Made up of primarily 1-2 story commercial buildings with flat roofs
- Both natural and painted brick
- Many buildings are adorned with decorative friezes at the top adding dimension and unique character

**Downtown Edge**

- Made up of primarily 1-2 story commercial and civic buildings
- Both natural and painted brick
- Both flat and pitched roofs are present within this district

**7th Avenue**

- Made up of primarily 1-2 story commercial and warehouse buildings with flat roofs
- Primarily natural brick
- Also contains some early twentieth century single-family residential

**Lower Trailhead**

- Contains a variety of land use and styles at present but the future Ecusta Trail with transform the area's character
- Future development should be trail oriented
- Architectural styles within this district might lean more modern except in areas such as Lenox Park where existing historic districts exist

**FACADE ARTICULATION AND MASSING**

- Large buildings shall utilize building detail and articulation to help distribute their mass and scale. For buildings 150 feet in length or longer:
- Facades shall be divided into shorter segments by means of modulation; such modulation shall occur at intervals of no more than 60 feet and shall be no less than 2 feet in depth
- A courtyard, with a minimum width and depth of 60 feet, shall be visible from the street on primary frontages spaced no more than 150 feet
- Ground-floor designs such as arcades, galleries, colonnades, outdoor plazas, or outdoor dining areas shall be incorporated into the building facade and are considered in meeting required build-to percentages

- The first two floors above the street grade shall be distinguished from the remainder of the building with an emphasis on providing design elements that will enhance pedestrian environment.
- Special interest to the base shall be provided by incorporating elements such as corbeling, molding, stringcourses, ornamentation, changes in material or color, recessing, architectural lighting, and other sculpturing of the base.
- Buildings on a corner or at an axial terminus should be designed with additional height or architectural embellishment. Examples include:
  - Chamfered or rounded corners
  - Projecting and recessed balconies and entrances
  - Enhanced window designs

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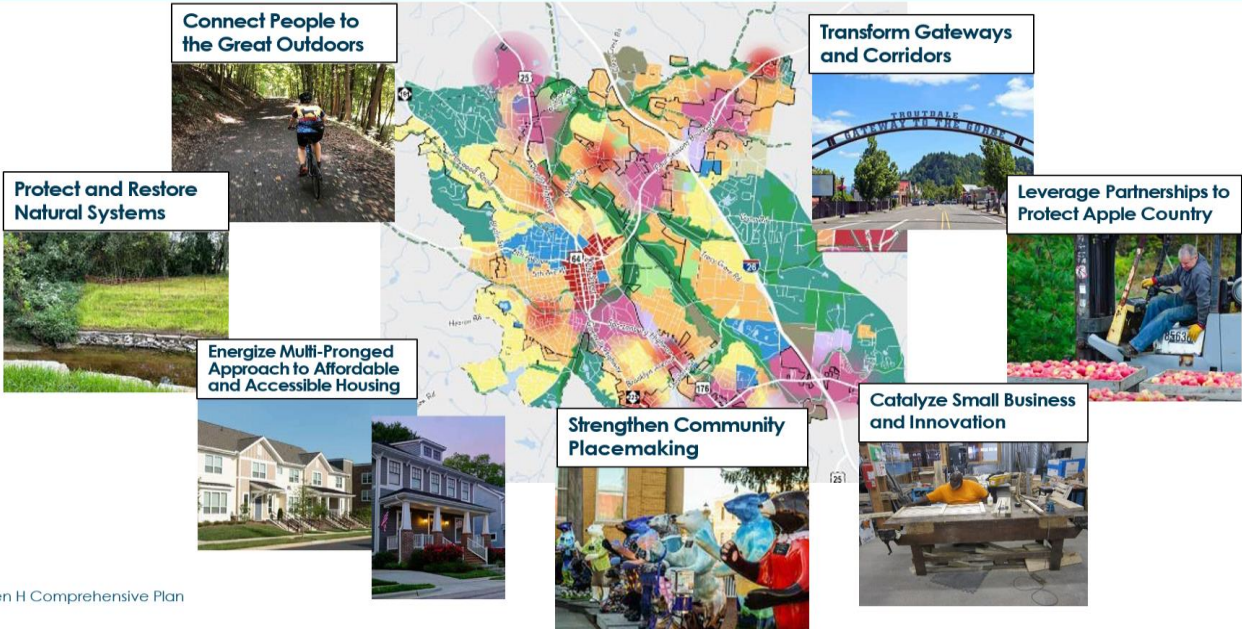
BUILDING DESIGN | 261

# IMPLEMENTING THE PLAN

## Implementation Components

1. Implementation Strategy
2. Implementation Projects
3. Operational Policies

## 1. Implementation Strategy



Gen H Comprehensive Plan



## 2. Implementation Projects



**Ordinances**  
Requirements for where new development projects can locate and what design standards they must meet.



**Public Investments**  
Parks, streets, greenways, community facilities, and other community improvements funded with public monies.

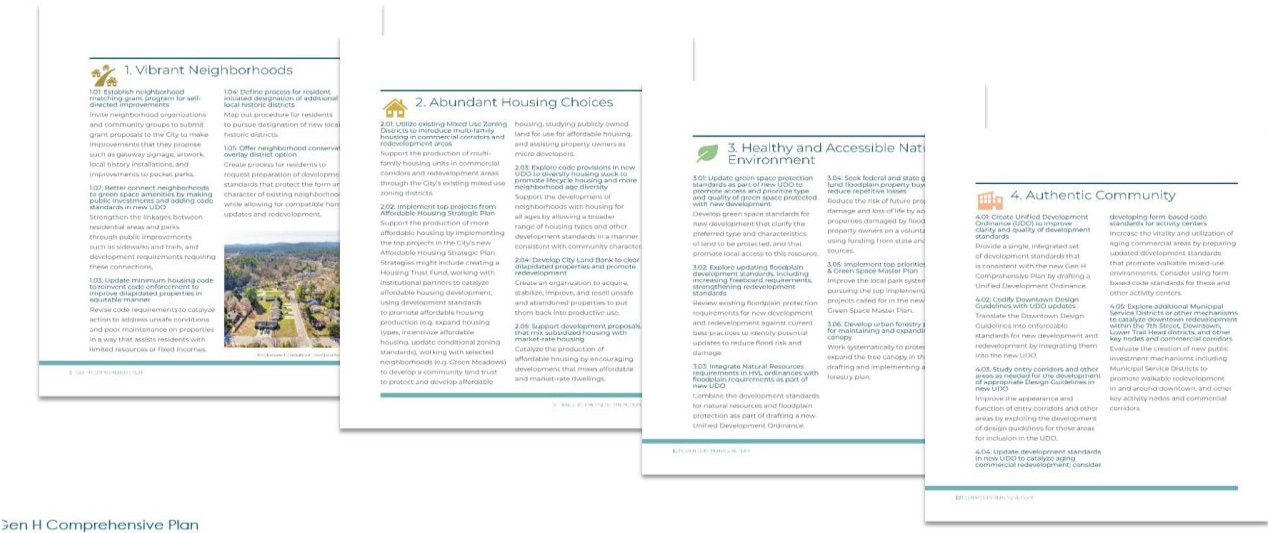


**Programs and Policies**  
Analysis of specific issues and detailed plans for specific areas in the community to better understand local circumstances and develop a shared path forward.



**Follow-Up Studies and Plans**  
Public initiatives such as a community tree planting program and policies such as how to request neighborhood traffic calming measures.

## 2. Implementation Projects



Gen H Comprehensive Plan

## 2. Implementation Projects

HVL Gen H Comp Plan Implementation Portfolio – Short-Term Projects (Draft, 5/19/24)						
<p>The Hendersonville Gen H Comprehensive Plan includes a number of action steps to help the City of Hendersonville move quickly and effectively from planning to implementation to begin pursuing its shared community vision. The comprehensive plan lists 76 different implementation measures organized under the 10 plan goals. This is an extensive list that will take years to fully implement. As a result, below is a list of 34 of these projects to consider for short-term action. Together, these form a pool of projects from which to draw for initial implementation efforts, once the plan is adopted. In this way, the City of Hendersonville and its partners can work together in the years ahead to help manage the forces of change and advance the shared community vision. This is a living document and project details will evolve over time, so City of Hendersonville staff will need to update this list periodically to reflect the latest information about each project.</p>						
<p><b>KEY FOR "ESTIMATED COST LEVEL" COLUMN</b> This column suggests who should be authorized to initiate funding to move forward in a timely and effective manner, based on plan step: \$ = Able to be implemented using discretionary funding available \$\$ = Able to be implemented using discretionary funding available \$\$\$ = Able to be implemented with a line item in the annual City budget \$\$\$\$ = Able to be implemented with a line item in the City Capital Imp \$\$\$\$\$ = Able to be implemented with third-party funding, e.g. grant</p> <p><b>KEY FOR "PRIORITY LEVEL" COLUMN</b> This column suggests a prioritization for the short-term projects for when deciding which projects to initiate: S-1 = Consider initiating these projects first S-2 = Consider initiating these projects second S-3 = Consider initiating these projects third</p>						
NO.	NAME	DESCRIPTION	LEAD STAFF	EST. COST LEVEL	POTENTIAL FUNDING SOURCES	NE
<b>1. Vibrant Neighborhoods</b>						
1.01	Establish neighborhood meeting grant program for self-directed improvements (S-3)	Invite neighborhood organizations and community groups to submit grant proposals to the City to make improvements that they choose such as gateway signage, artwork, local history installations, and improvements to pocket parks.	Community Development Dept.; Engineering Dept.; Public Works Dept.	\$\$\$	General Fund	• Add to Dept. w • Research exist • Develop and fi • Include funding • Run program p
1						
<b>2. Abundant Housing Choices</b>						
2.01	Utilize existing Mixed Use Zoning Districts to introduce multi-family housing in commercial corridors and redevelopment areas (S-1)	Support the production of multi-family housing units in commercial corridors and redevelopment areas through the City's existing mixed use zoning districts.	Community Development Dept.	Staff time	NA	• Develop public information about current entitlement opportunity • Share information with economic development partners, development community, business community, and property owners
2.02	Implement top projects from Affordable Housing Strategic Plan	Support the production of more affordable housing by implementing the top projects in the City's new Affordable Housing Strategic Plan. Strategies might include creating a Housing Trust Fund, working with institutional partners to catalyze affordable housing development, using development standards to promote affordable housing production (e.g. expand housing types, incentivize affordable housing, update conditional zoning standards).	Community Development Dept.	\$\$\$\$	General Fund; possible City Bond Referendum; HOME AND CDBG funds; Low Income Housing Tax Credit	• Select priority implementation projects from Affordable Housing Strategic Plan • Scope projects; add to Dept. work plan • Secure necessary funding • Organize and initiate projects • Manage project portfolio
2						

Gen H Comprehensive Plan

2. Implementation Projects

Goal 9: Accessible and Available Community Uses and Services – Which project you like to see Hendersonville prioritize for implementation?

(A) Continue to consider access and equity in development of service master plans (e.g. Parks & Recreation Master Plan).

(B) Continue to identify additional opportunities to consistently provide accessible meetings and events.

(C) Continue to explore smart city technologies to make selected improvements to service our community.

QUESTIONS

RESPONSES

	CAC	Staff	Leadership	TOTAL	Planning
Top Goal					
1. Abundant Housing Choices	8	6	14		
2. Safe Streets and Trails	2	4	6		
3. Healthy and Accessible Natural Environment	1	1			
4. Authentic Community Character	1	3	3		
5. Resilient Community	3	2			
6. Reliable and Accessible Infrastructure	2	2			
7. Accessible and Available Community Uses and Services	1	1			
Total	12	18	30		

QT – Abundant Housing Choices

Implement top priority projects from Affordable Housing Strategic Plan (#2.02)

Develop City Land Bank to clear dilapidated properties and promote redevelopment (#2.04)

Utilize existing Market Use Zoning Districts to introduce multi-family housing in commercial corridors and redevelopment areas (#2.05)

Explore code provisions in new UDC to diversify housing stock to promote in-neighborhood housing and more neighborhood age diversity (#2.03)

Total 14 | 17 | 31 |  |  || QT – Healthy and Accessible Natural Environment |  |  |  |  |  |
| Implement top priorities of Parks & Green Space Master Plan (#3.02) |

Integrate Natural Resource requirements in all ordinances with foodplain requirements as developed urban forestry plan for maintaining and expanding tree canopy (#3.03)

Update green space preservation standards as part of new UDC to provide access and

Total 14 | 17 | 31 |  |  || QT – Authentic Community Character |  |  |  |  |  |
| Establish vacant property program as component of revised Commercial Building |

Update design standards in new UDC to encourage aging commercial redevelopment, consider form-based code standards for activity centers (#4.04)

Study entry corridors and other areas as needed for the development of appropriate Design Districts (#4.05)

Develop Urban Design Guidelines (UDG) to improve clarity and quality of development

Create Downtown Design Guidelines with UDC updates (#4.02)

Total 14 | 17 | 31 |  |  |

QUESTIONS	RESPONSES	Staff	Leadership	TOTAL	Planning
Top Goal					
1. Abundant Housing Choices	8	6	14		
2. Safe Streets and Trails	2	4	6		
3. Healthy and Accessible Natural Environment	1	1			
4. Authentic Community Character	1	3	3		
5. Resilient Community	3	2			
6. Reliable and Accessible Infrastructure	2	2			
7. Accessible and Available Community Uses and Services	1	1			
Total	12	18	30		

QT – Safe Streets and Trails

Implement low cost projects from 2023 NHA Hardscape Pedestrian Plan and begin design on

Continued to all-in local and NCDOT roadway projects as an opportunity to improve

Develop City street cross sections that support pedestrian-friendly design and traffic calming

Continued to develop team approach to coordinate foodplain, creek, and stream restoration

with natural opportunities and on-dwelled pedestrian-friendly design (#5.07)

Promote trail-oriented development guidelines and standards in new UDC (#5.06)

Total 14 | 17 | 31 |  |  || QT – Reliable and Accessible Utility Services |  |  |  |  |  |
| Align utility and infrastructure policies with land use plans and with local and state |

Pursue priority water, wastewater, and stormwater projects

Total 13 | 17 | 30 |  |  || QT – Safe and Accessible Community |  |  |  |  |  |
| Use Downtown Opportunity Fund as test case for possible expansion on public downtown |

Continue to engage business community in business improvement and policy decisions

Total 14 | 17 | 31 |  |  || QT – Welcoming and Inclusive Environment |  |  |  |  |  |
| Promote development of entrepreneurship assistance program (#6.04) |

Develop Citizens Academy to build local leadership and civic participation (#6.03)

Complete ADA transition plan (#6.05)

Total 6 | 1 | 7 | 53 |  || QT – Accessible and Available Community Uses and Services |  |  |  |  |  |
| Continued to consider access and equity in development of service master plans (e.g. Parks |

Continued to explore smart city technologies to make selected improvements to service

Total 10 | 7 | 17 | 52 |  || QT – Resilient Community |  |  |  |  |  |
| Conduct analyses to ensure full alignment of adopted Ordinances (#10.06) |

Other?

Total 12 | 13 | 25 |  |  |

What else would you like to know or share?

CAC

Makes affordable housing a priority

I would like to know how to access that plan in writing

Some of the implementation responses referred to other plans like the Park and Greenway

plan. I would like to know more about some of those other plans.

I want to know that development tools have both to them. That they are more than guidelines

and codes, but truly tough and concrete

Need to emphasize that without implementation the plans are useless. The last comp plan is

a good example – lots of recommendations never got implemented

Economic development outside the downtown area would enrich those areas and perhaps

it does not seem like the plan that would impact the youth, not just 18 and under but early 20s

as well, no language about supporting parks and etc to reamplify niche parks (skate

parks, volunteer fire parks, etc.), nothing about how we can provide single-use things for

SPARK

Strategies to ensure implementation is happening across Dept?

Public safety is the council's #1 priority. Strong infrastructure is #3. These goals should be

This is a living, breathing document that can be changed as priorities change.

3. Operational Policies



- A. Touchstone for Decision-Making
- B. Staff Collaboration
- C. Plan Alignment
- D. Annual Progress Report
- E. Regular Updates

Advancing the Vision on the Ground





# ADOPTING GEN H

## Next Steps

- **5/31 – Draft Gen H Plan Released to Public\***
- 6/1-6/17 – Public Input period for Draft Gen H Plan\*\*
- 6/17-6/21 – Staff Review of Public Input
- 6/24 – Planning Board Presentation\*
- 7/10 – Public Hearing/Presentation to City Council\*
- 7/11-7/31 – Draft Gen H Plan Revisions
- 8/1 - City Council Adoption of Gen H Comprehensive Plan

\* Draft Gen H Plan will be available online and in print at City facilities

\*\* Public input opportunity

### Comments from Council:

Councilwoman Lyndsey Simpson thinks this is great and that it is a lot to digest and she is excited to see the full plan. I am going to try to read it all front to back. One question. You were talking about the available properties within the city and the ETJ (it was almost 4,000 acres). I am curious how much of that is in the city and how much in the ETJ, if you could break that out, that would be helpful.

Councilwoman Melinda Lowrance said under “Operational Policies” item D. Progress Report, I would like to see the community partnerships involved in that progress report. Under E. Regular Updates, you have it as ten year and maybe we could do 5 years instead to revisit this.

Mayor Volk thanked everyone for the wrap-up as we go into the final stages and she looks forward to implementing this and implementing the various projects will be helpful as we go through it.

Councilwoman Jennifer Hensley asked to be excused at 5:10 p.m. to attend her daughter’s graduation.

### **C. Historic Preservation Commission Annual Council Update** – Cheryl Jones, Board Chair and members of the Historic Preservation Commission

Cheryl Jones spoke on behalf of the Historic Preservation to share what they are doing, what’s coming and to meet some of the members. The following members were present: Jim Welter, David McKinley, Jane Branigan and Ralph Hammond-Green. Cheryl shared the following PowerPoint presentation.



# Historic Preservation Commission

Annual Report - 2024

City of Hendersonville City Council  
May 22<sup>nd</sup>, 2024

Community Development | Planning Division  
Commission Members

## Historic Preservation Commission Powers

- Established by NCGS 160D-942
  - Undertake an inventory of properties of historical, prehistoric, architectural and/or cultural significance
  - Recommend buildings, sites, areas, etc. for designation as "Historic Districts" or "Landmarks" or the revocation thereof
  - Acquire property for purposes of preservation and public access
  - Restore, preserve and operate historic properties
  - Conduct educational activities
  - Review and act upon proposals for alterations, demolitions, or new construction within historic districts (Certificate(s) of Appropriateness or COA's)



## Certificate of Appropriateness

- +Quasi-Judicial Proceeding
- +Applies Design Standards to modifications and new construction of exterior elements of historic properties



# Commission Sub-Committees

- Community Affairs Committee: Organizes tours, newsletters and other activities facilitating knowledge and interaction between the Commission and public
- Designation Committee: Reviews potential districts and building for national and/or local designation.
- Design Guidelines Committee: Reviews Local District Standards to develop updates.
- Design Review Advisory Committee: Reviews COA's and makes recommendation to Commission. (Not currently active)



## Project Updates

### Lenox Park Local Landmark Designation

1. Commission has funded and submitted for state review a "Designation Report" for the Lenox Spring Park property managed by the City at the corner of Lenox Park Drive and South Whitted Street. The Commission intends to provide the City Council with a recommendation for Local Landmark designation for the site.

### Historic District Banner Replacement

1. The Commission identified deteriorated district banners and funded replacement banners. Public Works is in the process of or has recently completed installing the replacement banners.

### Local Outreach

1. Blue Ridge Community College Gathering
2. Coloring Book Distribution to Elementary Schools throughout the county
3. Rack Cards
4. Downtown/Seventh Avenue partnerships

## Project Updates (cont.)

### Landina Guest House

1. Partnership to recognize historic "Green Book" Tourist Home and Restaurant at 710 1<sup>st</sup> Avenue West.

### Buffalo Solider Project

1. Ongoing partnership to recognize the final resting place of Sergeant Walter Bryson. Buried in Oakdale Cemetery, Sgt. Bryson has a storied military past which shines a unique light onto the experiences of African American in the US military.

### Rudi Jewelry Façade Project

1. Partnership with UNC-Greensboro, the Downtown Committee and property owner to renovate the façade of the historic Queen Theater, now Rudi's Jewelry.



# Future Projects-Workplan

## Oakdale Cemetery Roundhouse Project & Community Education

1. Effort to renovate the roundhouse at Oakdale Cemetery and include improvements to educational features in the document.

## Buffalo Solider Project

1. Ongoing partnership to recognize the final resting place of Sergeant Walter Bryson. Buried in Oakdale Cemetery, Sgt. Bryson has a storied military past which shines a unique light onto the experiences of African American in the US military.

## Rudi Jewelry Façade Project

1. Partnership with UNC-Greensboro, the Downtown Committee and property owner to renovate the façade of the historic Queen Theater, now Rudi’s Jewelry.

# Future Projects-Workplan (cont.)

## Revise Design Standards

1. Effort to review and revise the Design standards for the districts to modernize requirements and integrate 160D requirements.

## Property Condition & Inventory

1. Reviewing local districts and national districts and updating and amending property inventories.

## African-American Cultural Site Identification and Research

1. Work to develop community resources education and designation where feasible for the historic cultural sites known in the community as Peacock town, Black Bottom, West End and Brooklyn.

Council thanked the committee for all that they do.

## 6. ADJOURN

At 5:37 p.m. Council returned to open session via a unanimous vote of Council.

\_\_\_\_\_  
Barbara Volk, Mayor

ATTEST:

\_\_\_\_\_  
Jill Murray, City Clerk





## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY DOWNTOWN ADVISORY BOARD




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**SUBMITTER:** Jamie Carpenter, Downtown Manager      **MEETING DATE:** June 6, 2024

**AGENDA SECTION:** NEW BUSINESS      **DEPARTMENT:** Community Development - Downtown

**TITLE OF ITEM:** Downtown Advisory Board Rules of Procedure Updates

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The Downtown Advisory Board has recommended updates to the board makeup. This includes allowing employees of downtown businesses to be considered a stakeholder, and removing the non-voting seat specified for a representative from the Hendersonville Rescue Mission, and changing that to an at large and voting member. This would provide an additional opportunity for a voting member to participate in the board and would not remove opportunities for the HRM to participate.

The staggering of board terms has left more positions expiring in 2026 making the board terms out of balance. Black font is what we currently have. Red is proposed to make the members more balanced every year.

### Positions open for appointment or renewal in July 2024:

- Main Street Stakeholder– Caroline Gunther seat
- Main Street Stakeholder – Carole Sitzer seat
- 7<sup>th</sup> Avenue Stakeholder - Matthew Hickman seat
- **At Large (expires 2027) – NEW SEAT**

### Terms expiring June 2025 (4 roll off or renew)

- Main Street Stakeholder - Mark Pavao
- 7<sup>th</sup> Avenue Stakeholder – Phil Wilmot
- At Large – Gerald Fitzgerald (*could qualify as Main Street stakeholder under revised rules*)
- At Large – Heang Uy

### Terms expiring June 2026 (5 roll off or renew)

- Main Street Stakeholder – Joe Dinan
- Main Street Stakeholder – Samuel Simmons
- 7<sup>th</sup> Avenue Stakeholder – Chris Cormier
- ~~7<sup>th</sup> Avenue Stakeholder~~ – **Move to expiring 2027 Aaron Adams**
- 7<sup>th</sup> Avenue Stakeholder – John Ryan

- At Large – Michele Woodhouse
- ~~At Large~~ Move to Expiring in 2027 Nancy Neikirk

**Terms expiring June 2027 (5 roll off or renew)**

- Main Street Stakeholder – TBD (Gunther seat)
- Main Street Stakeholder – TBD (Sitzer seat)
- 7<sup>th</sup> Avenue Stakeholder – TBD (Hickman seat)
- At Large – Nancy Neikirk
- 7<sup>th</sup> Avenue Stakeholder – Aaron Adams

**CITY OF HENDERSONVILLE**

**DOWNTOWN ADVISORY BOARD**

**CHARTER & Rules of Procedure**

**Article 1. Name**

The name of this organization is the City of Hendersonville Downtown Advisory Board, hereinafter referred to as the “Board.”

**Article 2. Purpose and Powers**

The general purpose of the Board is to serve in an advisory role to the City Council in matters pertaining to the Main Street Municipal Service District, subject to such limitations as may be imposed by state law or by ordinances of the city. The Boards shall be embodied for the following purposes: Advise, deliberate and make recommendations to the City Council to help facilitate the implementation of the Comprehensive Plan as it relates to downtown; Serve to support economic development efforts, and the marketing and promotion of downtown; Identify appropriate uses for downtown and identify developers/investors for downtown development; Recommend to City Council an overall policy for the continued development and sustainability of downtown; Develop financial tools for downtown development; Promote and facilitate the improvement of downtown infrastructure, including water, public safety, parks, parking, transportation, utilities, sidewalks, sewer, and streetscape; Promote and facilitate a program to assist in business retention in the downtown; Promote and facilitate a marketing program to increase sales, visitors, and awareness of downtown; Provide City Council with representative community participation in preparing and implementing plans and reports concerning the development of downtown; Promote, facilitate, and act as liaison to catalytic developments significantly affecting the downtown area. Promote and support downtown as a special event location.

**Article 3. Jurisdiction**

The City of Hendersonville Downtown Advisory Board’s jurisdiction shall apply to the Hendersonville Main Street Municipal Service District and the Seventh Avenue Municipal Service District. The Main Street Municipal Service District is formed by the boundaries of 7<sup>th</sup> Ave. to the north, King St. to the east, Allen St. to the south and Church St. to the west. The Seventh Avenue Municipal Service District begins at the intersection of Seventh Avenue and Four Season’s Boulevard and extends along the length and northern and southern sides of Seventh Avenue to its intersection with Robinson Terrace where the district is found only on the southern side of Seventh Avenue to the intersection with Mud Creek where the district ends. A significant appendage to the district extends off Seventh Avenue to the north, down Locust and Ashe Streets to 8th Avenue. The Board may also discuss and be consulted on matters outside of the Main Street Municipal Services District and Seventh Avenue Municipal Service District, provided the subject is related to the core mission of supporting a healthy and vibrant downtown.



## Article 4. Membership

**Section 1. Membership and Appointment.** All appointments shall be made by the City of Hendersonville City Council. The Board shall consist of sixteen (16) members, including (14) voting members and (1) non-voting member. Membership shall be composed from the following membership categories:

(5) Stakeholders representing Seventh Avenue Municipal Service District (all voting members)

(5) Stakeholders representing Main Street Municipal Service District (all voting members)

(4-5) At-large members (all voting members)

(1) City Council liaison member (non-voting member)

~~—(1) Representative from the Hendersonville Rescue Mission (non-voting member)~~

Stakeholder members are defined as persons owning property within a municipal service district the City of Hendersonville, business owners or an employee of a business whose business is located within a municipal service district in the City of Hendersonville.

At-large members are defined as persons owning property or residing within the City of Hendersonville or Henderson County, or business owners whose business is located within the City of Hendersonville or Henderson County.

Staff Support City staff shall be assigned to the Downtown Advisory Board, acting as the Secretary and liaison between the Board, City Departments, and the City Council and shall have the charge of correspondence, minutes, notifying members of meetings, and other information.

**Section 2. Member Terms and Term Limits.** Board members shall be appointed to staggered three-year terms by the City Council annually in June. The term of service shall be three years. No member shall serve more than two consecutive full three-year terms. Members shall serve without compensation.

At the end of a member's second full term they must take a one-year hiatus before seeking reappointment to the Board.

At initial appointment for this Board, City Council shall implement staggered terms for members, meaning that one third of the Board membership shall be appointed for an initial one-year term, one third shall be appointed for an initial two-year term, and the remaining members shall be appointed for a full three-year term.

**Section 3. Attendance at Meetings.** Any member who misses more than three consecutive regular meetings or more than one-half the regular meetings actually held in a calendar year may be removed from the Board.

**Section 4. Vacancies and Reasons for Dismissal.** All members serve at the pleasure of the City of Hendersonville City Council. Members may be dismissed for any reason with or without cause including but not limited to failure to attend meetings. Vacancies shall be filled at the earliest

convenience of the City Council. A vacancy of the chair or vice chair shall be elected by a majority of the Board at the next regularly scheduled meeting.

## **Article 5. Meetings**

**Section 1. Open-Meetings Law.** Except as permitted below, all meetings of the Board shall be open to the public and any person may attend its meetings. For purposes of these rules, a meeting of the Board occurs whenever a majority of the Board's members gather, either in person or simultaneously by electronic means, to conduct hearings, deliberate, vote, or otherwise transact public business within the Board's real or apparent jurisdiction. The term "majority" as used here and elsewhere in these rules means, unless otherwise specified, a simple majority, that is, more than half of the membership seats, whether vacant or not, and whether voting or not. No meeting shall occur except as part of a duly called and advertised meeting. For the avoidance of doubt informal gatherings of a majority of the members where business of the Board is discussed are strictly prohibited.

**Section 2. B. Closed Session.** The Board may enter a closed session from which the public is excluded on any of the grounds listed in G.S. 143-318.11(a).

1. **Motion to Enter Closed Session.** The Board may hold a closed session only upon a motion duly made and adopted in open session. The motion to enter closed session shall cite one or more of the permissible bases listed in G.S. 143-318.11(a) for closed sessions. For a closed session held under G.S. 143-318.11(a)(1) (prevent disclosure of privileged or confidential information or information not considered public record), the motion shall name or cite the law that renders the information confidential or privileged. For a closed session called pursuant to G.S. 143-318.11(a)(3) (attorney consultation and preservation of attorney-client privilege), the motion shall name the parties to any pending lawsuit that the Board's attorney plans to discuss in the closed session.

2. **Closed-Session Participants.** Aside from the Board members themselves, only those individuals invited by the Board may participate in a closed session. The Board will invite only those individuals whose presence is reasonably necessary to aid the Board in its closed-session deliberations. For G.S. 143-318.11 (a)(3), only Board members and staff may be present, in addition to the attorney, unless specifically approved by the attending attorney.

3. **Motion to Return to Open Session.** Upon completing its closed-session business, the Board shall return to open session.

**Section 3. Regularly Scheduled Meetings.** The Board shall hold regular meetings monthly on the Second Tuesday at 4:00 p.m. The Board shall annually adopt a regular meeting schedule showing the dates, times, and places of its regular meetings for the year.

1. **Notice of Regular Meeting Schedule.** The Board shall ensure that a copy of its current regular meeting schedule, complete with the date, time, and place of each regular meeting,

is filed with the City Clerk and posted on the City's website, and the Board's webpage if they have one.

2. **Change to Regular Meeting Schedule.** The Board may revise its regular meeting schedule to change the date, time or place of a particular regular meeting or all regular meetings within a specified period. The Board shall ensure that the revised regular meeting schedule is filed with the City Clerk at least seven (7) consecutive calendar days before the first meeting held pursuant to the revised schedule. The Board shall also have the revised schedule posted on the City's website and the Board's webpage if they have one.

**Section 4. Special Meetings.** The chair or the majority of the members of the Board may at any time call a special meeting of the Board by signing a notice stating the date, time and place of the special meeting and the subjects to be considered. Alternatively, a special meeting may be called by vote of the Board in open session during a regular meeting or another duly called special meeting if on the special meeting agenda.

**1. Notice to the public.** At least 48 hours before a special meeting, the Board shall cause written notice of the meetings date, time, place and purpose(s) to be:

- i Posted on the Board's principal bulletin Board or, if the Board has no such bulletin Board, at the door of the Board's usual meeting room.
- ii Mailed or delivered to each newspaper, wire service, radio station and television station and person who has filed a written request for notice with the secretary; and
- iii Posted on the City's website and the Board's webpage if they have one.

**2. Notice to Board Members.** For all meetings called by the chair, or a majority of the members, notice of the meeting date, time, place and purpose(s) shall be mailed, emailed, or delivered to all members of the Board at least 48 hours before the meeting. If the special meeting was called at another duly held meeting of the Board, and one or more members were absent, the chair shall ensure that notice of the meeting's date, time, place, and purpose(s) is mailed, emailed, or delivered to any absent member(s) a minimum of forty-eight hours in advance of the special meeting.

**3. Business Conducted at a Special Meeting.** Only the business that is specified in the notice of the meeting may be transacted during a special meeting.

**Section 5. Organizational Meeting.** On the date and at the time of the regular meeting in July, the Board shall elect a chair and vice chair as its first order of business. The second order of business shall be to adopt an annual scheduled of meetings for the upcoming calendar year. Newly appointed and reappointed members must have taken their oath prior to the start of the organizational meeting.

**Section 6. Electronic Board Meetings and Member Participation.** No member who is not physically present may participate in a meeting of the Board by electronic means except in accordance with this rule.



**1. Electronic Meetings Generally.** Provided a quorum is present, in person, at a meeting, Board members may participate in a meeting electronically provided the meeting does not involve a quasi-judicial matter. All members participating in a quasi-judicial hearing must attend in person. Any member wishing to participate electronically in a meeting not involving a quasi-judicial matter shall be required to give the Chair and the Secretary at least thirty-six (36) Hours before the start of the meeting. When one or more members are participating remotely, the following rules shall apply:

(a) *Member Identification.* Each member who attends by electronic means shall identify himself or herself in each of the following situations:

- i when roll is taken or the meeting begins;
- ii before taking part in deliberations, including making any motions, proposing any amendments, or raising any points of order; and
- iii before voting.

(b) *Method of Electronic Participation.* Any member who attends electronically shall use a means of communication that enables the member

- i to hear what is said by other Board members and any person who addresses the Board and
- ii to be heard by other Board members.

(c) *Voting.* The Board shall conduct all votes by roll call. It may not vote by secret or written ballots. The votes of any member who attends by electronic means shall be counted as if the member were physically present, but only while the Board maintains electronic communication with that member.

(d) *Minutes.* The minutes shall which members took part electronically, and when such members joined or left the electronic meeting.

**Section 7. Electronic Meetings During a State of Emergency Declared by the Governor or General Assembly.** During any state of emergency declared by the Governor or General Assembly pursuant to G.S. 166A-19.20, a meeting of the Board shall comply with the requirements of this paragraph if the Board falls within the emergency area and at least one Board member attends the meeting by conference call, conference video, or other electronic means.

(a) *Notice.* The public notice for any regular, special, emergency, or recessed meeting that is subject to this paragraph shall specify how the public can access the electronic meeting in real time.

(b) *Member Identification.* Each member who attends by electronic means shall identify himself or herself in each of the following situations:

- i when roll is taken or the meeting begins;
- ii before taking part in deliberations, including making any motions, proposing any amendments, or raising any points of order; and
- iii before voting.

(c) *Meeting Materials*. All documents considered during the meeting shall be furnished to each Board member.

(d) *Method of Electronic Participation*. Any member who attends electronically shall use a means of communication that enables the member

- iii to hear what is said by other Board members and any person who addresses the Board and
- iv to be heard by other Board members.

(e) *Quorum*. A member who attends by electronic means counts as present for quorum purposes, but only while the Board maintains electronic communication with that member.

(f) *Voting*. The Board shall conduct all votes by roll call. It may not vote by secret or written ballots. The votes of any member who attends by electronic means shall be counted as if the member were physically present, but only while the Board maintains electronic communication with that member.

(g) *Acting by Reference*. The Board shall not deliberate, vote, or otherwise take action on any matter by reference to the agenda or any other document unless copies of the agenda or document are available for public inspection at the meeting and so worded that persons in attendance can understand what is being deliberated or acted upon.

(h) *Minutes*. The minutes shall indicate that the meeting was conducted by electronic means, which members took part electronically, and when such members joined or left the electronic meeting.

(i) *Live Streaming*. The meeting shall be streamed live online so that live audio (and video, if any) are available to the public. If the Board meets by conference call, the public shall have an opportunity to dial in or stream the audio live and listen to the electronic meeting.

(j) *Public Hearings*. Although it may conduct any public hearing mandated or permitted by law, the Board shall allow the public to submit written comments on the hearing's subject matter between the publication of any required notice and twenty-four hours after the hearing.

**Section 8. Cancellation of Meetings.** Whenever there is no business for the Board the chair may cancel a meeting by giving reasonable notice to all members before the time set for the

meeting. However, in the case of a special meeting called by a majority of the Board, the chair may cancel the meeting only upon the concurrence of a majority of the Board. The majority concurring in the cancellation need not be the same majority that called the special meeting.

### **Section 9. Recessed Meetings**

(a) Calling Recessed Meetings. When conducting a properly called regular, special, or emergency meeting, the Board may recess the meeting to another date, time, or place by a procedural motion made and adopted in open session, as provided in Rule 25 (Motion 3). The motion shall state the time (including the date, if the meeting will resume on a different day) and place at which the meeting will resume.

(b) Notice of Recessed Meetings. If the Board's website is maintained by one or more Board employees, notice of the recessed meeting's date, time, and place shall appear on the website prior to the meeting. No further notice of a properly called recessed meeting is required.

## **Article 6. Agenda**

**Section 1. Proposed Agenda.** The Secretary shall prepare a proposed agenda for each meeting. A request to have an item of business placed on the agenda must be received at least two working days before the meeting. Any board member may, by a timely request, have an item placed on the proposed agenda. A copy of all proposed policies shall be attached to the proposed agenda. Each board member shall receive a copy of the proposed agenda and any attachments and they shall be available for public inspection and/or distribution when they are distributed to the board members.

**Section 2. Adoption of the Agenda.** As its first order of business at each meeting, the board shall, as specified in Article 8, discuss and revise the proposed agenda and adopt an agenda for the meeting. The board may by majority vote add items to or subtract items from the proposed agenda, except that the board may not add items to the agenda of a special meeting unless (a) all members are present and (b) the board determines in good faith at the meeting that it is essential to discuss or act on the item immediately. If items are proposed to be added to the agenda, the board may, by majority vote, require that written copies of particular documents connected with the items be made available at the meeting to all board members.

The board may designate certain agenda items "for discussion and possible action." Such designation means that the board intends to discuss the general subject area of that agenda item before making any motion concerning that item.

**Section 3. Open Meetings Requirements.** The board shall not deliberate, vote, or otherwise take action on any matter by reference to a letter, number or other designation, or other secret device or method, with the intention of making it impossible for persons attending a meeting of the board to understand what is being deliberated, voted, or acted on. However, the board may deliberate, vote, or otherwise take action by reference to an agenda, if copies of the agenda--sufficiently



worded to enable the public to understand what is being deliberated, voted, or acted on--are available for public inspection at the meeting.

## **Article 7. Agenda Items from Members of the Public & Public Input**

**Section 1. Agenda Items from Members of the Public.** If a member of the public wishes to request that the Board include an item on its regular-meeting agenda, the individual shall submit the request in writing to the Board's secretary at least five working days before the meeting date. The Board shall decide whether or not to add any agenda items submitted by the public at the adoption of the agenda. The Board is not obligated to place an item on the agenda merely because such a request has been received.

**Section 2. Public Input.** Public input at all Board meetings that are not quasi-judicial in nature shall have a three-minute limit per speaker. The Chair reserves the right to alert time limits for public comment periods.

**Section 3. Broadcasting and Recording Meetings.** Any person may photograph, film, tape-record, or otherwise reproduce any part of a Board meeting that must take place in open session. Except as provided in paragraph (c) of this rule, any radio or television station may broadcast any such part of a Board meeting.

(a) Advance Notice. Any radio or television station that plans to broadcast any portion of a Board meeting shall so notify the secretary no later than twenty-four hours before the meeting. The failure to provide notice is not, by itself, grounds for preventing the broadcast of a Board meeting.

(c) Equipment Placement. The Board chair or an appropriate staff member may regulate the placement and use of camera or recording equipment in order to prevent undue interference with a Board meeting, so long as he or she allows the equipment to be placed where it can carry out its intended function. If the Board chair or staff member determines in good faith that the equipment and personnel necessary to broadcast, photograph, or record the meeting cannot be accommodated without undue interference to the meeting, and an adequate alternative meeting room is not readily available, the chair or staff member may require the pooling of the equipment and the personnel operating it.

(d) Alternative Meeting Site. If the news media request an alternative meeting site to accommodate news coverage, and the Board grants the request, the news media making the request shall pay the costs incurred by the local government unit in securing an alternative meeting site

## **Article 8. Order of Business**

Items shall be placed on the agenda according to the order of business. The order of business for each regular meeting shall be as follows:

Discussion and revision of the proposed agenda; adoption of an agenda  
 Approval of the minutes  
 Public comment  
 Approval of Agenda  
 Public hearings  
 Administrative reports  
 Team and staff reports  
 Unfinished business  
 New business  
 Informal discussion

By general consent of the Board items may be considered out of order.

## Article 9. Officers

### A. Required Officers

**Section 1 PRESIDING OFFICER.** The presiding officer of each meeting of the Board shall be the chair of the Board. In situations where the chair is unavailable or unable to participate in the meeting or any particular matter before the Board, the vice chair shall preside. In the event that neither the chair nor the vice chair is available, the members of the Board, by affirmative vote of the majority, may appoint an acting chair who shall have all powers of the chair while acting as presiding officer.

**Section 2. SELECTION OF THE CHAIR AND VICE CHAIR.** The chair shall be selected by majority vote of the Board unless the City Council indicates to the Board that the City Council will appoint said chair, in which case the appointment shall be made by the City Council. The vice chair shall be elected by a majority vote of the Board.

**Section 3. POWERS AND DUTIES OF THE CHAIR AND VICE CHAIR.** The chair shall preside at all meetings of the Board but shall also have the right to engage in discussion and vote on any matter before the Board unless otherwise excused. The chair shall have the power to call a special meeting, rule on procedural matters during a meeting, call a brief recess of a meeting at any time, and adjourn a meeting in an emergency. At any other time, adjournment shall be by motion, duly approved. The vice chair shall have all powers and perform all the duties of the chair in his or her absence.

### Section 4. The Chair

(a) Presiding Officer. The chair shall preside at meetings of the Board.

(b) Voting by the Chair. The chair has the same duty to vote as other members, though in no event may the chair break a tie on a motion on which he or she has already voted.

(c) Recognition of Members. A member must be recognized by the chair (or other presiding officer) in order to address the Board, but recognition is not necessary for an appeal pursuant to Rule 25 (Motion 1).

(d) Powers as Presiding Officer. As presiding officer, the chair is to enforce these rules and maintain order and decorum during Board meetings. To that end, the chair may

(1) rule on points of parliamentary procedure, to include ruling out of order any motion clearly offered for obstructive or dilatory purposes;

(2) determine whether a member or other speaker has gone beyond reasonable standards of courtesy in his or her remarks and entertain and rule on objections from other members on this ground;

(3) entertain and answer questions of parliamentary procedure;

(4) call a brief recess at any time; and

(5) adjourn in an emergency.

(e) Appeals of Procedural Rulings. A member may appeal a decision made or an answer given by the chair under subparagraph (d)(1), (2), or (3) of this rule in accordance with Rule 25 (Motion 1).

**Section 5. DUTIES OF THE SECRETARY.** The City Manager shall assign a staff person to the Board who shall serve as the secretary of the Board and shall perform the following:

a. The secretary shall ensure that all meetings of the Board are properly noticed.

b. The secretary shall maintain the sunshine list that is a list of those persons or entities that have filed a written request indicating a desire to receive notice of all special meetings of the Board.

c. The secretary shall take and record the actions of the Board and draft minutes of the meetings accordingly. Minutes shall be sent to Board members prior to their next regularly scheduled meeting. The secretary shall also forward a copy of the minutes as they are approved to the Clerk to the City Council and post on the City's website

d. The secretary shall be responsible for maintaining an accurate list of members of the Board, submitting to the City Clerk a quarterly attendance report for its members and notifying the City Clerk of any resignations of any of its members, or any other change in membership of the Board.

**Section 6. Schedule for Elections.** of the Chair, and Vice-Chair shall take place annually at the organizational meeting of the Board.

## **Article 10. Action by the Board**



**Section 1. Quorum.** A majority of the members shall constitute a quorum for any meeting which does not involve a quasi-judicial matter. For purposes of conducting a quasi-judicial hearing, however, four (4) members shall constitute a quorum. No other business may be conducted during a meeting at which a quasi-judicial hearing is held unless a majority of the members are present. No action of the Board may be taken at any meeting where less than the required quorum is present, except to adjourn the meeting. For non-quasi-judicial matters, once a quorum has been established, it will not be defeated if members leave.

**Section 2. Motions and Voting.** Action of the Board may be taken upon a motion made by any member, including the chair, without the need for a second. A motion shall be adopted if approved by the affirmative vote of a majority of the members present and not excused after full discussion of the motion by the members.

### **Rule 23. Withdrawal of Motion**

The member who introduces a motion may withdraw the motion unless the motion has been amended or put to a vote.

### **Rule 24. Substantive (or Main) Motions**

A substantive motion is not in order when any other motion is pending. Once the Board disposes of a substantive motion, it may not take up a motion that presents essentially the same issue at the same meeting unless it first adopts a motion to reconsider pursuant to Rule 25 (Motion 13).

### **Rule 25. Procedural Motions**

(a) Certain Motions Allowed. The Board may consider only those procedural motions listed in this rule. Unless otherwise noted, each procedural motion may be debated and amended and requires a majority of votes cast, a quorum being present, for adoption.

(b) Priority of Motions. The procedural motions set out in this paragraph are listed in order of priority. A procedural motion is not in order so long as another procedural motion of higher priority is pending, except that

- any procedural motion other than an appeal under Motion 1 is subject to amendment as provided in Motion 11 and
- a motion to call the question (end debate) may be made with regard to any procedural motion in accordance with Motion 8.

When several procedural motions are pending, voting shall begin with the procedural motion highest in priority, except that a motion to amend or end debate on the highest-priority motion shall be voted on first.

**Motion 1. To Appeal a Ruling of the Presiding Officer.** Any member may appeal the presiding officer's ruling on whether a motion is in order or on whether a speaker has

violated reasonable standards of courtesy. The presiding officer's response to a question of parliamentary procedure may also be appealed by any member. An appeal is in order immediately after the disputed ruling or parliamentary response and at no other time. The member who moves to appeal need not be recognized by the presiding officer, and if timely made, the motion may not be ruled out of order.

**Motion 2. To Adjourn.** This motion may be used to close a meeting. It is not in order if the Board is in closed session.

**Motion 3. To Recess to a Time and Place Certain.** This motion may be used to call a recessed meeting as permitted under Rule 12. The motion must state the time (including the date, if the meeting will reconvene on a different day) and place at which the meeting will resume. The motion is not in order if the Board is in closed session.

**Motion 4. To Take a Brief Recess.**

**Motion 5. To Follow the Agenda.** This motion must be made at the time an item of business that deviates from the agenda is considered; otherwise, the motion is out of order as to that item.

**Motion 6. To Suspend the Rules.** To be adopted, a motion to suspend the rules must receive affirmative votes equal to two-thirds of the Board's actual membership, excluding any vacant seats. The Board may not suspend provisions in these rules that restate state law requirements.

**Motion 7. To Defer Consideration.** The Board may defer its consideration of a substantive motion, and any proposed amendments thereto, to an unspecified time. A motion that has been deferred expires unless the Board votes to revive it pursuant to Motion 12 within 100 days of deferral. A new motion having the same effect as a deferred motion may not be introduced until the latter has expired.

**Motion 8. To End Debate (Call the Previous Question).** If adopted, this motion terminates debate on a pending motion, thereby bringing it to an immediate vote. This motion is not in order until every member has had an opportunity to speak once on the pending motion.

**Motion 9. To Postpone to a Certain Time.** This motion may be employed to delay the Board's consideration of a substantive motion, and any proposed amendments thereto, until a designated day, meeting, or hour. During the period of postponement, the Board may not take up a new motion raising essentially the same issue without first suspending its rules pursuant to Motion 6.

**Motion 10. To Refer a Motion to a Board.** The Board may vote to refer a substantive motion to a Board for study and recommendations. While the substantive motion is pending before the Board, the Board may not take up a new motion raising essentially the same issue without first suspending its rules pursuant to Motion 6. If the Board fails to report on the motion within sixty days of the referral date, the Board shall take up the motion if asked to do so by the member who introduced it.

### **Motion 11. To Amend**

(a) Germaneness. A motion to amend must concern the same subject matter as the motion it seeks to alter.

(b) Limit on Number of Motions to Amend. When a motion to amend is under consideration, a motion to amend the amendment may be made; however, no more than one motion to amend and one motion to amend the amendment may be pending at the same time.

**Motion 12. To Revive Consideration.** The Board may vote to revive consideration of any substantive motion that has been deferred pursuant to Motion 7, provided it does so within 100 days of its vote to defer consideration.

**Motion 13. To Reconsider.** The Board may vote to reconsider its action on a matter, provided the motion to reconsider is made (1) at the same meeting during which the action to be reconsidered took place and (2) by a member who voted with the prevailing side. For purposes of this motion, “the same meeting” includes any continuation of a meeting through a motion to recess to a certain time and place (Motion 3). The motion is not in order if it interrupts the Board’s deliberation on a pending matter.

**Motion 14. To Rescind.** The Board may vote to rescind an action taken at a prior meeting, provided rescission is not forbidden by law.

**Motion 15. To Prevent Reintroduction for Six Months.** This motion may be used to prevent the reintroduction of a failed substantive motion for a time, but it is in order only when made immediately following the substantive motion’s defeat. To be adopted, this motion must receive affirmative votes equal to at least two-thirds of the Board’s total membership, excluding vacant seats. If this motion is adopted, the ban on reintroduction remains in effect for six months or until the Board’s next organizational meeting, whichever occurs first.

### **Rule 26. Debate**

The presiding officer shall state the motion and then open the floor to debate, presiding over the debate according to the principles listed below.

- The maker of the motion is entitled to speak first.
- A member who has not spoken on the issue shall be recognized before a member who has already spoken.
- To the extent practicable, debate shall alternate between proponents and opponents of the measure.

### **Rule 27. Adoption by Majority Vote**

A motion is adopted if supported by a simple majority of the votes cast, a quorum being present, except when a larger majority is required by these rules or state law.



**Rule 28. Changing a Vote**

A member may change the member’s vote on a motion at any time before the presiding officer announces whether the motion has passed or failed. Once the presiding officer announces the result, a member may not change a vote without the unanimous consent of the remaining members present. A member’s request for unanimous consent to change a vote is not in order unless made immediately following the presiding officer’s announcement of the result.

**Article 11. Reports**

**Section 1. Annual Report.** The Board may make a report to the City of Hendersonville City Council annually.

**Section 2. Public Records Law.** The Board shall abide by North Carolina Public Records Law N.C.G.S. Chapter 132.

**Article 12. Duty to Vote**

Every member must vote unless excused by the remaining members of the Board. A member who wishes to be excused from voting shall so inform the chair, who shall take a vote of the remaining members. No member shall be excused from voting except in cases involving conflicts of interest, as defined by the Board or by law, or the member's official conduct, as defined by the Board. In all other cases, a failure to vote by a member who is physically present, or who has withdrawn without being excused by a majority vote of the remaining members present, shall be recorded as a vote with the prevailing side.

**Article 13. Public Hearings**

- (a) Calling Public Hearings. The Board may hold public hearings to solicit the public’s input on specific issues. The Board may schedule its public hearings or delegate that responsibility to staff members, as appropriate.
- (b) Public Hearing Locations. The Board may hold public hearings anywhere within the area served by the Board.
- (c) Notice of Public Hearings. Any public hearing attended by a majority of members shall be considered part of a regular or special meeting of the Board. Consequently, the relevant notice and related requirements of the open meetings law, as set out in Rules 9 through 12, apply to such hearings. If a hearing’s subject matter triggers additional notice requirements under state law or local rules, the Board shall see that they are also satisfied.
- (d) Rules for Public Hearings. The Board may adopt reasonable rules for public hearings that, among other things,
  - fix the maximum time allotted to each speaker;
  - provide for the designation of spokespersons for groups supporting or opposing the same positions;
  - provide for the selection of delegates from groups supporting or opposing the same positions when the number of persons wishing to attend the hearing exceeds the capacity of the meeting room (so long as arrangements are made, in the case of a hearing subject to

the open meetings law, for those excluded from the meeting room to listen to the hearing); and

- provide for the maintenance of order and decorum in the conduct of the hearing.

(e) Continuing Public Hearings. The Board may continue any public hearing without further advertisement, provided the time (including the date, if the hearing will resume on a different day) and place of the continued hearing are announced in open session. Except for hearings conducted pursuant to paragraph (g) of this rule, if a quorum of the Board is not present for a properly scheduled public hearing, the hearing shall be continued until the Board's next regular meeting without further advertisement.

(f) Conduct of Public Hearings. At the time appointed for the hearing, the chair shall call the hearing to order and proceed to allow public input in accordance with any rules adopted by the Board for the hearing. Unless the Board votes to extend the hearing, when the time allotted for the hearing expires, or when no one wishes to speak who has not already done so, the chair shall declare the hearing closed, and the Board shall resume the regular order of business.

(g) Public Hearings by Less Than a Majority of Board Members. Unless inconsistent with state law or local rules, the Board may appoint a member or members to hold a public hearing on its behalf. The notice provisions in paragraph (c) of this rule apply when the Board appoints more than one member to conduct such a hearing.

(h) Public Comment. The Board may hold a public comment period at any regular meeting or special meeting called, at least in part, for that purpose. During the public comment period, members of the public may speak on any matters within the Board's real or apparent jurisdiction. The provisions in paragraphs (d) and (f) of this rule apply to the Board's public comment periods.

## **Article 14. Meeting Minutes Required for All Meetings**

**Section 1. Meeting Minutes. Minutes Required for All Meetings.** The Board shall keep full and accurate minutes of its meetings, including any closed sessions. To be "full and accurate," the minutes must record all actions taken by the Board, as well as the Board's compliance with any applicable procedural requirements. The minutes should set out the precise wording of each motion and make it possible to determine the number of votes cast for and against each motion. The minutes need not record Board member discussions, though the Board in its discretion may decide to incorporate such details into the minutes.

(1) Record of "Ayes" and "Noes." At the request of any member, the minutes shall indicate how each member voted by name on a particular matter.

(2) General Accounts of Closed Sessions. In addition to minutes, the Board shall keep a general account of each closed session. The general account shall be sufficiently detailed to provide a person not in attendance with a reasonable understanding of what transpired. The Board may combine the minutes and general account of a closed session into one document, so long as the document contains both a complete record of actions taken and the level of detail required for a general account.

(3) Sealing Closed-Session Records. Minutes and general accounts of closed sessions shall be sealed until unsealed by order of the Board or in accordance with instructions adopted by competent authority. The sealed minutes and general account of any closed session may be withheld from public inspection, so long as public inspection would frustrate the purpose(s) of the closed session.

### **Article 15. Appointments**

The board may consider and make appointments to other bodies, including its own sub-Boards, if any, only in open session. The Board may not consider or fill a vacancy among its own membership except in open session.

The Board shall use the following procedure to make appointments for Board officers and to the various Teams (sub-committees): The Organization Team of the Board shall report on nominations received and reviewed and make its appointment recommendations, if any. The chair shall then open the floor for nominations, whereupon the names of other possible appointees may be put forward by the board members. The names submitted by the Board and by individual board members shall be debated. When the debate ends, the chair shall call the roll of the members, and each member shall cast his or her vote.

The nominee(s) receiving the highest number of votes shall be appointed. If more than one appointee is to be selected, then each member shall have as many votes as there are slots to be filled. A member must cast all of his or her votes and cast them for different nominees.

### **Article 16. Sub-Committees and Teams**

**Section 1.** Establishment and Appointment. The board may establish and appoint members **both from the Board and volunteers in the community with an interest in serving** for such temporary and standing sub-committees and teams as are required by law or needed to help carry on the committee's work. Any specific provisions of law relating to particular sub-committees and teams shall be followed.

**Section 2.** Open Meetings Law. The requirements of the open meetings law shall apply to all subcommittee and team meetings. All meetings of subcommittees shall be considered special meetings and shall comply with special meeting requirements provided in Article 5.

### **Article 17. Reference to Robert's Rules of Order**

Boards shall refer to the current edition of *Robert's Rules of Order Newly Revised*, to answer procedural questions not resolved in these rules, so long as RONR does not conflict with North Carolina law or with the spirit of these rules.

### **Article 18. Amendments**



The Board may amend these bylaws by action of the Board; provided however, that amendments shall not be effective until they are approved by the Hendersonville City Council.

Adopted by the City Council of the City of Hendersonville, North Carolina on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
~~Jill Murray~~ Angela L. Reece, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, City Attorney



## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** Adam Steurer **MEETING DATE:** June 6, 2024

**AGENDA SECTION:** Consent Agenda **DEPARTMENT:** Utilities

**TITLE OF ITEM:** Acceptance of Grant Offer for Solids Management Improvements – *Adam Steurer, Utilities Director*

### **SUGGESTED MOTION(S):**

I move City Council to adopt the Resolution By the City Council to Accept an Offer of Funding for Solids Management Improvements.

### **SUMMARY:**

The North Carolina Department of Environmental Quality (NCDEQ) has offered funding in the amount of \$14,307,500 for Solids Management Improvements allocated through State Reserve Earmark (S.L. 2023-134). The attached resolution serves as a formal acceptance of the grant offer.

**BUDGET IMPACT:** Grant Acceptance of \$14,307,500

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

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

### **ATTACHMENTS:**

1. Resolution By the City Council to Accept an Offer of Funding

Resolution #\_\_-\_\_

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

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

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

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

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

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

Adopted by the City Council of the City of Hendersonville, North Carolina on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form: \_\_\_\_\_ Angela S. Beeker, City Attorney





**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2025**  
**FORM: 06062024-01**

## BUDGET AMENDMENT

FUND 410 | 460 | 468

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
410-0000-470010-VE025	Debt Proceeds (Vehicle & Equip. Loan)	-	675,120	-	675,120
410-1521-554002-VE025	C/O-Vehicles (Enterprise Buyout)	-	155,120	-	155,120
410-1300-554002-VE025	C/O-Vehicles (14-56 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-68 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-69 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-70 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-80 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-85 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (15-26 Marked SUV)	-	65,000	-	65,000
410-1300-554002-VE025	C/O-Vehicles (14-81 Marked SUV)	-	65,000	-	65,000
FUND 410 (Police)	TOTAL REVENUES		675,120	-	675,120
	TOTAL EXPENDITURES		675,120	-	675,120
460-0000-470100-VE025	Transfer In (from 060)	-	530,000	-	530,000
460-7002-554002-VE025	C/O-Vehicles	-	205,000	-	205,000
460-7002-554001-VE025	C/O-Equipment (04-06 ATV)	-	25,000	-	25,000
460-7002-554001-VE025	C/O-Equipment (22-07 Dump Truck)	-	150,000	-	150,000
460-7002-554001-VE025	C/O-Equipment (22-13 Dump Truck)	-	150,000	-	150,000
FUND 460 (Water & Sewer)	TOTAL REVENUES		530,000	-	530,000
	TOTAL EXPENDITURES		530,000	-	530,000
468-0000-470010-VE025	Debt Proceeds (Vehicle & Equip. Loan)	-	50,000	-	50,000
468-7855-554002-VE025	C/O-Vehicles (16-01 Truck 3500 Series)	-	50,000	-	50,000
FUND 468 (Env. Services)	TOTAL REVENUES		50,000	-	50,000
	TOTAL EXPENDITURES		50,000	-	50,000
Total Project Revenues (#VE025)					1,255,120
Total Project Expenditures (#VE025)					1,255,120
Capital Project Ordinance (CPO) #VE025 for FY25 vehicle and equipment purchases. This CPO is established at the beginning of FY25 to assist in the purchasing process due to anticipated long-lead times on acquisitions.					

The City Manager and City Clerk certify budget ordinance amendment 06062024-01 was approved by City Council on June 06, 2024.

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date



**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2024**  
**FORM: 06062024-02**

### BUDGET AMENDMENT

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

Stormwater Project Fund	TOTAL EXPENDITURES	250,000	-	-	250,000
Total Project Revenues (#16030)					3,935,031
Total Project Expenditures (#16030)					3,935,031
A budget amendment reflecting an increase in FY25 Powell Bill Revenues (+\$100,000). The amendment also clarifies the total \$250,000 stormwater transfer in will be covered by the 319 Grant (\$150,000) + a transfer from the Stormwater Operating Fund, 067 (+\$100,000). The Stormwater portion of the amendment is for clarification and does not result in a change to the bottom line of the project.					

The City Manager and City Clerk certify budget ordinance amendment 06062024-02 was approved by City Council on June 06, 2024.

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2024**  
**FORM: 06062024-03**

## BUDGET AMENDMENT

FUND 301 | 459 | 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
301-0000-420050-G2402	Contributions/Donations	14,750,000	-	442,500	14,307,500
301-0000-598901-G2402	Transfer Out (to 460, #22013)	2,342,000	-	2,342,000	-
301-0000-598901-G2402	Transfer Out (to 460, #16036)	12,408,000	1,899,500	-	14,307,500
FUND 301 (#G2402) FY24 State Approp.	TOTAL REVENUES	14,750,000	-	442,500	14,307,500
	TOTAL EXPENDITURES	14,750,000	1,899,500	2,342,000	14,307,500
459-0000-470900	Fund Balance Appropriated	-	300,000	-	300,000
459-0000-598901	Transfer Out (to 460, #22013)	-	300,000	-	300,000
FUND 459 W&S Capital Reserve Fund	TOTAL REVENUES	-	300,000	-	300,000
	TOTAL EXPENDITURES	-	300,000	-	300,000
460-0000-470010-22013	Debt Proceeds ('26 Revenue Bond)	-	2,342,000	-	2,342,000
460-0000-470100-22013	Transfer In (from 459)	-	300,000	-	300,000
460-0000-470100-22013	Transfer In (from 301, #G2402)	2,342,000	-	2,342,000	-
460-7035-550103-22013	Capital Outlay-CIP	2,342,000	300,000	-	2,642,000
FUND 460 (#22013 ) WTP Residuals	TOTAL REVENUES	2,342,000	2,642,000	2,342,000	2,642,000
	TOTAL EXPENDITURES	2,342,000	300,000	-	2,642,000
460-0000-470100-16036	Transfer In (from 301, #G2402)	12,408,000	1,899,500	-	14,307,500
460-0000-470010-16036	Debt Proceeds	3,184,500	-	-	3,184,500
460-7135-550102-16036	Capital Outlay - Services/ Fees	125,000	-	125,000	-
460-7135-550103-16036	Capital Outlay-CIP	17,367,000	125,000	-	17,492,000
FUND 460 (#16036) Biosolids Dryer	TOTAL REVENUES	17,492,000	1,899,500	-	17,492,000
	TOTAL EXPENDITURES	17,492,000	125,000	125,000	17,492,000
Total Project Revenues (#16036)					17,492,000
Total Project Expenditures (#16036)					17,492,000
Total Project Revenues (#22013)					2,642,000
Total Project Expenditures (#22013)					2,642,000
The State has provided the City with \$14,750,000 direct appropriation for the Biolsolids and WTP Residuals projects. This amendment adjusts the existing capital project ordinances for the projects to reflect the use of grant funds, rather than debt proceeds where appropriate. Additionally, the amendment transfers \$300,000 from the W&S Capital Reserve Fund (459) to the WTP Residuals Project (#22013) to fund the design portion of the project.					

The City Manager and City Clerk certify budget ordinance amendment 06062024-03 was approved by City Council on June 06, 2024.



\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2024**  
**FORM: 06062024-04**

## BUDGET AMENDMENT

FUND 459 | 460

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

The City Manager and City Clerk certify budget ordinance amendment 06062024-04 was approved by City Council on June 06, 2024.

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date



**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2024**  
**FORM: 06062024-05**

## BUDGET AMENDMENT

FUND 060 | 410 | 460

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

The City Manager and City Clerk certify budget ordinance amendment 06062024-05 was approved by City Council on June 06, 2024.

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2024**  
**FORM: 06062024-07**

## BUDGET AMENDMENT

FUND 010 | 410 | 460

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

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

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

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2024**  
**FORM: 06062024-06**

## BUDGET AMENDMENT

FUND 067 | 467

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

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

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date



**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2024**  
**FORM: 06062024-08**

## BUDGET AMENDMENT

### FUND 460

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
460-0000-470100-24005	Debt Proceeds (2024 Lead Service Line SRF)	-	573,420	-	573,420
460-7055-550103-24005	Capital Outlay - CIP	-	573,420	-	573,420
FUND 460 (#24005)	TOTAL REVENUES	-	573,420	-	573,420
Lead Service Line SRF	TOTAL EXPENDITURES	-	573,420	-	573,420
Total Project Revenues (#24005)					573,420
Total Project Expenditures (#24005)					573,420
An amendment reflecting the adoption of a capital project ordinance (CPO) for the Lead Service Line SRF (#24005) project.					

The City Manager and City Clerk certify budget ordinance amendment 06062024-08 was approved by City Council on June 06, 2024.

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

**TO MAYOR & COUNCIL**  
**APPROVAL: June 06, 2024**

**FISCAL YEAR 2025**  
**FORM: 06062024-09**

## BUDGET AMENDMENT

### FUND 199

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
199-0000-460090-C2501	Contribution/Donation (Community Challenge)	-	15,000	-	15,000
199-1502-521001-C2501	Supplies & Materials	-	15,000	-	15,000
FUND 199 (#C2501)	TOTAL REVENUES	-	15,000	-	15,000
Community Challenge	TOTAL EXPENDITURES	-	15,000	-	15,000
Total Project Revenues (#C2501)					15,000
Total Project Expenditures (#C2501)					15,000
An amendment to the FY25 budget reflecting an anticipated \$15,000 contribution to undertake activities to promote the safer movement of people and older adults within the City including, but not limited to improving infrastructure, providing new facilities, and engaging with local residents through the Henderson County Aging Coalition.					

The City Manager and City Clerk certify budget ordinance amendment 06062024-09 was approved by City Council on June 06, 2024.

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date



CITY OF HENDERSONVILLE  
AGENDA ITEM SUMMARY

**SUBMITTER:** Jennifer Floyd                      **MEETING DATE:** 06/06/2024

**AGENDA SECTION:** CONSENT                      **DEPARTMENT:** Administration

**TITLE OF ITEM:** June 2024 Capital Project Ordinances, Grant Project Ordinances, and Reimbursement Resolutions – *Jennifer Floyd, Budget and Management Analyst*

**SUGGESTED MOTION(S):**

I move City Council adopt the capital project ordinances, grant project ordinances, and reimbursement resolutions for the FY25 Vehicle and Equipment Project, #VE025, the NCDOT White and South Main Street Project, #17126, the Highland Lake Road Project, #17127, the WTP 15MGD Expansion Project #19207, the WWTP 6MGD Expansion Project, #24002, the CCTV Truck Replacement Project, #24004, the Lead Service Line Replacement Project, #24005, Stormwater 319 Grant Project, #19004, and the Strategic Affordable Housing Plan Project, #G2404 as presented.

**SUMMARY:**

General Statute 159-13.2 provides North Carolina local governments with the power to grant and maintain capital project ordinances.

- CPO+RR for FY25 Vehicle and Equipment Loans, \$1,255,120 | project #VE025.
- CPO+RR for WWTP 6MGD Expansion, \$34,000,000 | project #24002.
- CPO+RR for White and S. Main Governmental and Water & Sewer Improvements, \$3,784,700 | project #17126.
- CPO+RR for the WTP 15MGD Expansion, \$2,131,500 | project #19207.
- CPO+RR for the CCTV Truck Replacement Project, \$390,000 | project #24004.
- CPO+RR for the Highland Lake Road W&S Project, \$575,000 | project #17127.
- CPO+RR for the Lead Service Line Replacement Project, \$573,420 | project #24005.
- GPO+RR for the Strategic Housing Plan Project, \$100,000 | project #G2404.
- GPO+RR for the Stormwater 319 Grant Project, \$150,000 | project #19004.

**BUDGET IMPACT:** Described in attachments

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

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

**ATTACHMENTS:**

Capital and Grant Project Ordinances and Reimbursement Resolutions noted above.



Ordinance # \_\_\_\_\_

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

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

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

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

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

**Total Project Appropriation                      \$1,255,120**

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

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

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

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

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

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

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

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

**ADOPTED** by the City Council of the City of Hendersonville, North Carolina, on this 6<sup>th</sup> day of June 2024.

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, City Attorney

Ordinance # \_\_\_\_\_

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

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

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

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

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

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<b>Total Project Appropriation</b>	<b>\$34,000,000</b>
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**Section 3:** The following revenues are anticipated to be available via debt proceeds:

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

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<b>Total Project Appropriation</b>	<b>(\$34,000,000)</b>
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**Section 4:** The Finance Director is hereby directed to maintain within the Water and Sewer Fund and Capital Project Fund sufficient specific detailed accounting records to satisfy the disclosure requirements of all the contractual agreements, if applicable.

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

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

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

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



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

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

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Jill Murray, City Clerk

Approved as to form:

Angela S. Beeker, City Attorney

Ordinance # \_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Jill Murray, City Clerk

Approved as to form:

Angela S. Beeker, City Attorney



Ordinance # \_\_\_\_\_

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

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

**Section 1:** The project authorized is a City project described as the Stormwater 319 Grant Project, #19004.

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

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

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

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

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

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

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

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

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

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

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

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

Jill Murray, City Clerk

Approved as to form:

Angela S. Beeker, City Attorney

Ordinance # \_\_\_\_\_

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

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

**Section 1:** The project authorized is a City project described as the Strategic Housing Plan Project, #G2404.

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

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

**Total Project Appropriation                      \$100,000**

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

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

**Total Project Appropriation                      (\$100,000)**

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

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

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

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

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

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



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

Attest: \_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, City Attorney

Ordinance # \_\_\_\_\_

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

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

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

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

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

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

Account Codes				Account Name	Total Budget
Fund	Dept.	Account	Project		
410	0000	470010	17126	Transfer In (from 010, FY24)	(\$34,700)
460	0000	470100	17126	Debt Proceeds (2028 Rev. Bond)	(\$3,750,000)
<b>Total Project Appropriation</b>					<b>(\$3,784,700)</b>

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

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

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

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

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

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

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

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Jill Murray, City Clerk

Approved as to form:

Angela S. Beeker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE STRATEGIC HOUSING PLAN PROJECT (#G2404), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, City Attorney



Ordinance # \_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

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

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

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



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

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Jill Murray, City Clerk

Approved as to form:

Angela S. Beeker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE LEAD SERVICE LINE REPLACEMENT PROJECT (#24005), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE WTP 15MGD EXPANSION PROJECT (#19207), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, City Attorney





Ordinance # \_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Attest:

Barbara G. Volk, Mayor, City of Hendersonville

Jill Murray, City Clerk

Approved as to form:

Angela S. Beeker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE HIGHLAND LAKE ROAD PROJECT (#17127), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE WWTP 6MGD EXPANSION PROJECT (#24002), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE CCTV TRUCK REPLACEMENT PROJECT (#24004), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE STORMWATER 319 GRANT PROJECT (#19004), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, City Attorney



Ordinance # \_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

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

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

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



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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE NCDOT WHITE AND SOUTH MAIN STREET PROJECT (#17126), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, 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 EXECUTION, ACQUISITION, CONSTRUCTION, AND INSTALLATION OF THE FY25 VEHICLE AND EQUIPMENT PROJECT (#VE025), ORDINANCE # \_\_\_\_\_ (the "Projects").

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Becker, City Attorney







CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

SUBMITTER:

Daniel Heyman

MEETING DATE:

June 6, 2024

AGENDA SECTION:

Consent Agenda

DEPARTMENT:

Legal

TITLE OF ITEM:

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

**SUGGESTED MOTION(S):**

I move City Council to adopt the Resolution By the City of Hendersonville City Council to Authorize the City Manager to Execute an Agreement with Henderson County for the Partial Funding of the Apple Country Transit System.

**SUMMARY:**

Historically, the City has partially funded operational costs for the Apple Country Transit System for stops and routes within City limits. This funding has been appropriated as part of the special appropriations process in the past. The City typically pays half of the operational costs for the transit system within the City.

Since this City’s funding of the Apple Country Transit System is unlike most special appropriations requests, staff has suggested removing the consideration of funding from that process and entering into a three-year contract with Henderson County. The contract would allow reconsideration of the City’s funding on an annual basis as part of the budget process.

Henderson County staff has reviewed the attached Agreement and is prepared to execute upon approval by the City.

**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:**

- Resolution
- Agreement

Resolution # \_\_-\_\_

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO  
AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH  
HENDERSON COUNTY FOR THE PARTIAL FUNDING OF THE APPLE COUNTRY  
TRANSIT SYSTEM**

**WHEREAS**, Henderson County operates a public transit system consisting of fixed route bus transit and paratransit services, known as the Apple Country Public Transit System; and

**WHEREAS**, Henderson County has historically requested that each jurisdiction where public transit services are provided pay a proportional share of operational costs for riders from the jurisdiction; and

**WHEREAS**, the City of Hendersonville has historically appropriated funds on an annual basis to pay for said proportional share, being half of the operational costs for the transit system within the corporate limits of the City of Hendersonville; and

**WHEREAS**, the City and County desire to enter into a multi-year agreement to provide for partial funding of operational costs of the Apple County Public Transit system based on the same formula as past appropriations.

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

1. The Apple Country Transit Service Funding Agreement with Henderson County is approved as presented.
2. City Manager is authorized to execute the Apple Country Transit Service Funding Agreement, and to approve and execute amendments to the Agreement in the future provided such amendments do not impose a financial obligation upon the City.

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, City Attorney

## APPLE COUNTRY TRANSIT SERVICE FUNDING AGREEMENT

This AGREEMENT made and entered into the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the **City of Hendersonville, North Carolina**, a North Carolina municipal corporation hereinafter referred to as the “City”, and **Henderson County, North Carolina**, a body politic and corporate, hereinafter referred to as the “County.”

WHEREAS, The County operates a public transit system consisting of fixed route bus transit and paratransit services, known as the Apple Country Public Transit system; and

WHEREAS, The County has requested that each jurisdiction where public transit services are provided pay a proportional share of operational costs for riders from the jurisdiction; and

WHEREAS, The parties have previously agreed on terms for funding of operational costs of the Apple Country Public Transit system on an annual basis; and

WHEREAS, The parties now desire to enter into a multi-year agreement.

NOW, THEREFORE, in consideration of the following the parties hereto do mutually agree as follows:

1. **Purpose.** The purpose of this Agreement is to set forth the terms and conditions under which the County funded public transit system, Apple Country Public Transit, will be partially funded by the City.
2. **County’s Responsibilities.** The County will:
  - a. Operate the Apple Country Public Transit system as described in Exhibit A (the “Transit Services”), attached hereto and incorporated by reference.
  - b. Manage the Transit Services in accordance with its regular procedures and as may be further specified in this Agreement.
  - c. Compile service data for routes serving the City of Hendersonville and report such data to the City at least annually, and in the same format for which it is compiled for the County’s planning needs, or otherwise already reported to the City.
  - d. Notify the City of any major changes to City-funded Transit Services, including changes in fares or significant changes or restructures to existing routes serving the City of Hendersonville.
3. **City’s Responsibilities.** The City will:
  - a. Pay, based on annual invoices from the County, according to the Fee Schedule as described in Exhibit B, attached hereto and incorporated by reference. The fees paid by the City to the County pursuant to this Agreement represent 50 percent of the operational cost per rider in the City of Hendersonville.
4. **Term.** This Agreement shall commence on July 1, 2024, and shall remain in effect until June 30, 2027, unless extended or earlier terminated pursuant to the terms of this Agreement.
5. **Termination.** Either party may terminate this Agreement for its convenience, upon 180 calendar days written notice to the other party, such notice written notice delivered by certified mail,



return receipt requested. Upon the effective date of termination for convenience, City shall pay the County for all Transit Services actually provided during the then current fiscal year.

**6. Invoices and Payment.**

- a. The County will invoice the City annually for Transit Services, in accordance with Exhibits A and B, on or after July 1 of the then current fiscal year. As an example, for Year 1 of this Agreement, fiscal year 2024-2025, the County may invoice the City no earlier than July 1, 2024.
- b. The City shall make payment within sixty (60) days after receipt of an invoice. Payment shall be made by check delivered by personal delivery, mail, or reliable commercial delivery service to 100 N King Street Hendersonville, NC 28792 c/o Janna Bianculli, Senior Planner.
- c. Invoices shall be sent by email to [accountspayable@hvlnc.gov](mailto:accountspayable@hvlnc.gov).

**7. Mutual Indemnification.** To the fullest extent permitted by law, each party shall indemnify, defend, protect, hold harmless, and release the other, its officers, elected officials, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees) arising from or in connection with, or caused by any act, omission, or negligence of, such indemnifying party. This term shall survive any termination or expiration of this Agreement.

**8. Insurance.** The County shall name the City as an additional insured on all insurance policies related to the operation of the Transit Services, and shall require any of its transportation vendors to name the City as an additional insured for the same. The County shall provide a certificate of insurance to the City evidencing the coverages held and naming the City as an additional insured.

**9. Independent Employer.** The County is solely responsible for its services and the supervision of its employees and subcontractors. All persons assigned by the County to provide the Transit Services pursuant to this Agreement shall, for all purposes of this Agreement, be considered employees or subcontractors of the County only. The County's subcontractors shall assume the sole and exclusive responsibility for the payment of wages to individuals for services performed under this Agreement and the withholding of all applicable Federal, State, and local taxes, unemployment insurance, and maintaining workers compensation coverage in an amount and under such terms as required by law.

**10. No Waiver of Immunity.** Nothing in this Agreement shall be construed to waive either party's defense of governmental immunity from any cause of action alleged or brought against any party for any reason if otherwise available as a matter of law. No officer, agent or employee of either party shall be subject to any personal liability by reason of the execution of this Agreement or any other documents related to the transactions contemplated hereby. Such officers, agents, or employees shall be deemed to execute this Agreement in their official capacities only, and not in their individual capacities. This section shall not relieve any such officer, agent or employee from the performance of any official duty provided by law.

**11. Miscellaneous Provisions**

- a. **Force Majeure.** Neither party shall be liable to the other for any failure, delay or interruption of service or for any failure or delay in the performance of any obligation under this Agreement due to strikes, walkouts, governmental restriction, enemy action,

civil commotion, unavoidable casualty, unavailability of fuel or parts, epidemic, pandemic, governmental declared emergency, or other similar acts beyond the reasonable control of the Parties.

- b. **Assignment.** Neither party may assign or otherwise transfer any interest in this Agreement without the prior written approval of the other party.
- c. **No Third Party Beneficiaries.** There shall be no intended nor incidental third party beneficiaries of this Agreement.
- d. **Entire Agreement.** This Agreement and all attachments constitute and represent the complete and entire agreement between the parties and supersede all previous communications, either written or verbal with respect to the subject matter of this Agreement.
- e. **Notices.** Any notices under this Agreement shall be sent to the parties at the following addresses:

**For the City:**  
ATTN: Legal Department  
City of Hendersonville  
160 6<sup>th</sup> Ave E  
Hendersonville, NC 28792

**For the County:**  
ATTN: Janna Bianculli, Senior Planner  
Henderson County  
100 N King Street  
Hendersonville, NC 28792

- f. **Counterparts.** This Agreement may be executed in two counterparts, either of which shall be regarded for all purposes as an original.

In witness thereof, the contracting parties, by their authorized agents, affix their signatures and seals at Hendersonville, North Carolina, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**Henderson County**

**City of Hendersonville**

BY: \_\_\_\_\_ (SEAL)  
Signature

BY: \_\_\_\_\_ (SEAL)

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

## EXHIBIT A

## Description of Transit Services

The Apple Country Public Transit system consists of fixed route services and complementary paratransit services as follows:

**Operating Hours:** Buses operate Monday through Friday from 6:30 a.m. to 6:30 p.m. Times vary on individual routes. There is no or limited service on County observed holidays.

**Fixed Route Service:** The Apple Country Public Transit system includes three fixed bus routes:

**White Route (Route 1)** – Operates mainly in Hendersonville commercial and residential areas east of I-26 and connects with the downtown transfer point.

**Red Route (Route 2)** – Operates in downtown Hendersonville and surrounding neighborhoods west of Interstate 26 and includes service to Blue Ridge Community College and East Flat Rock.

**Blue Route (Route 3)** – Operates in a north/south alignment along Highway 25/Highway 25 Business between downtown Fletcher and Hendersonville and includes service to the Asheville Airport and a connection with Asheville Transit.

**Paratransit Service:** One paratransit vehicle is in service during normal operating hours. Paratransit services are provided within three quarters of a mile of the fixed route service.

**Stops and Other Infrastructure:** The County maintains existing bus stops, shelters, signs posts, benches, and related infrastructure, as well as plans for the placement of new stops and other infrastructure. Currently there are 117 total bus stops in the system, with 78 stops in the City of Hendersonville. The County may add, move, or reduce stops and other infrastructure during the term of this Agreement as it deems necessary.

**System Planning and Administration:** The County is responsible for all planning and administration activities related to the Apple Country Public Transit system, including but not limited to: the planning of routes, hours of operation, bus stop locations, collecting fares, advertising, the provision and maintenance of vehicles, the provision and management of vehicle operators, and all other activities necessary to provide the fixed route and paratransit services.

EXHIBIT B

Fee Schedule

All fees are based on a proportional share of fixed route bus stops and ADA required paratransit trips in the City of Hendersonville, as follows:

County total fixed route stops:	116
Fixed route stops in the Hendersonville:	78
Percent of total stops in Hendersonville:	67.2%
County total ADA required paratransit trips:	3,009
Paratransit trips in Hendersonville:	2,317
Percent of total paratransit trips in Hendersonville:	77.0%

Fixed Route Transit Fees			
	Year 1 FY 2024-2025	Year 2 FY 2025-2026	Year 3 FY 2026-2027
Total County Local Match Req.:	\$451,575	\$469,241	\$487,718
Operational Cost in the City of Hendersonville:	\$303,458	\$315,330	\$327,747
City's Fee:	\$151,729	\$157,665	\$163,874
		City's total fees:	\$473,268

ADA Required Paratransit Fees			
	Year 1 FY 2024-2025	Year 2 FY 2025-2026	Year 3 FY 2026-2027
Total County Local Match Req.:	\$83,793	\$87,343	\$91,066
Operational Cost in the City of Hendersonville:	\$64,521	\$67,254	\$70,121
City's Fee:	\$32,261	\$33,627	\$35,060
		City's total fees:	\$100,948

City's Total Fees for Both Modes			
	Year 1 FY 2024-2025	Year 2 FY 2025-2026	Year 3 FY 2026-2027
City's Fee:	\$183,990	\$191,292	\$198,934
		City's total fees:	\$574,216

It is understood that the County may increase or decrease the number of fixed route bus stops and ADA required paratransit trips in its regular management of the Transit Services. However, all fees during the term of this Agreement paid by the City to the County shall be as expressly stated in this Fee Schedule. The County may ask for an adjustment to this Fee Schedule if additional routes are created beyond the



three routes that currently serve the City. Said adjustment shall be made only by a written amendment through mutual consent of the parties.



## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** Jamie Carpenter, Downtown Manager      **MEETING DATE:** June 6, 2024

**AGENDA SECTION:** CONSENT      **DEPARTMENT:** Community Development, Downtown

**TITLE OF ITEM:** Lease of former Downtown Development Space, 125 5<sup>th</sup> Avenue West, to Friends of Downtown– *Jamie Carpenter, Downtown Manager*

### **SUGGESTED MOTION(S):**

**I move City Council to adopt RESOLUTION APPROVING LEASE CITY OWNED REAL PROPERTY AT 125 5<sup>TH</sup> AVE WEST TO FRIENDS OF DOWNTOWN, as presented.**

### **SUMMARY:**

Staff recommends the City enter a lease agreement with the Friends of Downtown Hendersonville for the office space on 125 5<sup>th</sup> Avenue W. This will allow the Friends of Downtown to manage the space as a downtown incubator/coworking space while making improvements to the building. Any revenue generated from the space will be used pursuant the Municipal Service District purposes as defined in NC GS 160-A:

(b) Downtown Revitalization Defined. - As used in this section "downtown revitalization projects" are improvements, services, functions, promotions, and developmental activities intended to further the public health, safety, welfare, convenience, and economic well-being of the central city or downtown area. Exercise of the authority granted by this Article to undertake downtown revitalization projects financed by a service district do not prejudice a city's authority to undertake urban renewal projects in the same area. Examples of downtown revitalization projects include by way of illustration but not limitation all of the following:

- (1) Improvements to water mains, sanitary sewer mains, storm sewer mains, electric power distribution lines, gas mains, street lighting, streets and sidewalks, including rights-of-way and easements.
- (2) Construction of pedestrian malls, bicycle paths, overhead pedestrian walkways, sidewalk canopies, and parking facilities both on-street and off-street.
- (3) Construction of public buildings, restrooms, docks, visitor centers, and tourism facilities.
- (4) Improvements to relieve traffic congestion in the central city and improve pedestrian and vehicular access to it.
- (5) Improvements to reduce the incidence of crime in the central city.

(6) Providing city services or functions in addition to or to a greater extent than those provided or maintained for the entire city.

(7) Sponsoring festivals and markets in the downtown area, promoting business investment in the downtown area, helping to coordinate public and private actions in the downtown area, and developing and issuing publications on the downtown area.

City Council is requested to adopt this resolution as presented.

**ATTACHMENTS:**

Draft Resolution

**RESOLUTION APPROVING LEASE CITY OWNED REAL PROPERTY AT 125  
5<sup>TH</sup> AVE WEST TO FRIENDS OF DOWNTOWN**

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

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

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

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

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

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

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

1. The City Manager is authorized to enter into a lease with the Friends for the the second floor offices and shared use of common spaces located at 125 5<sup>th</sup> Ave West.
2. The annual rent shall be \$1, paid annually, for a ten-year term, upon condition that the property and any rents received from subleasing the facility be used to pay for building improvements and other expenses authorized by N.C.G.S. § 160A-267.
3. City Staff is directed to publish the Resolution once in a newspaper of general circulation at lease ten (10) prior to the entry of the lease.

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

**Attest:**

\_\_\_\_\_  
**Barbara G. Volk, Mayor, City of Hendersonville**

\_\_\_\_\_  
**Jill Murray, City Clerk**

**Approved as to Form:**

\_\_\_\_\_  
**Angela S. Beeker, City Attorney**





## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** Adela Gutierrez-Ramirez, Civil Engineer      **MEETING DATE:** June 6, 2024

**AGENDA SECTION:** CONSENT      **DEPARTMENT:** Engineering

**TITLE OF ITEM:** Utility Extension Agreement for the Goode Preserve Subdivision – *Adela Gutierrez-Ramirez, Civil Engineer*

**SUGGESTED MOTION(S):** I move that City Council approve the Resolution authorizing the City Manager to enter into a Utility Extension Agreement with Mills River Ventures, LLC, and Mark Marshall, for the Goode Preserve Subdivision as presented and recommended by staff.

**SUMMARY:**

The Goode Preserve Subdivision located off N.C. Highway 191 in Mills River proposes to extend the City's water system to serve said expansion. The attached Utility Extension Agreement (UEA) outlines the water and sewer utility line extension processes and assigns responsibilities to the Developer and City. We welcome any questions that you may have.

**BUDGET IMPACT:**     \$0

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

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

**PROJECT NUMBER:** 22125

**PETITION NUMBER:** N/A

**ADDITIONAL PETITION NUMBER:** N/A

**PETITIONER NAME:** N/A

**ATTACHMENTS:**

Utility Extension Agreement – Goode Preserve Subdivision

Map showing Goode Preserve Subdivision parcel

Resolution # \_\_-\_\_\_\_

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

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

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

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

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

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

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

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

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

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

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Angela S. Beeker, City Attorney

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

UTILITY EXTENSION AGREEMENT

THIS AGREEMENT, Made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the **CITY OF HENDERSONVILLE**, a North Carolina municipal corporation, situate in Henderson County, herein referred to as the "City"; and **MILLS RIVER VENTURES, LLC**, a North Carolina limited liability company and **MARK MARSHALL**, herein collectively referred to as "Developer,"

WITNESSETH:

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

Consisting of +/- xxx acres, and being: 1) that real property described in a Deed recorded in Deed Book 3994 at page 18, Henderson County registry, and 2) that real property described in a Deed recorded in Deed Book 4032 at page 52, Henderson County registry, 1) and 2) being shown on that Plat recorded in Plat Book 2022 at page 14520, Henderson County registry. All of the foregoing are hereinafter collectively referred to as the "Property"; and

WHEREAS, the Developer has submitted an application for the development of a project known as Goode Preserve (project number 22125); and

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

Being and consisting of: Water Extension consisting of +/- 2,035 lineal feet of 6" water line (DIP/CL 350), connecting to an existing 8" water main along N.C. Highway 191, together with all hydrants, valves, meters, and other related appurtenances, hereinafter collectively referred to as the "New Infrastructure." The New Infrastructure is more particularly shown and described on those construction plans and specifications, dated April 19, 2024, prepared by Quible and Associates, P.C., Inc., a Civil Engineering firm,



said plans being incorporated herein by reference. It is understood and agreed that the New Infrastructure may be modified or amended from and after the date of this Agreement as may be required to meet the standards of the City of Hendersonville. As used herein, "New Infrastructure" shall be deemed to include any and all of any such modifications and amendments.; and

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

WHEREAS, the Property is not located within the City's municipal boundaries but is located within the Town of Fletcher, North Carolina; and

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

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

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

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

1. Developer shall, at Developer's own expense, employ a North Carolina registered and licensed professional engineer ("Engineer") to complete design and permitting of the proposed New Infrastructure in conformance with NCAC Title 15A Subchapter 18C (water) and NCAC Title 15A Subchapter 02T(sanitary sewer), the City's water and sewer standard construction specifications and details, and the City water and/or sewer Master Plan(s).
2. Developer shall require the Engineer to submit plans, reports, technical specifications, fees, permit applications, and any other items as required and approvable by the City ("Required Documents"). The Engineer shall disclose all proposed changes in the approved construction plans to the City in writing. If proposed changes are deemed by the City to be "significant" in nature, the City may require the Engineer to resubmit plans for re-permitting. The determination of whether a change is deemed to be significant shall be in the sole and absolute discretion of the City, and the Developer agrees to be bound thereby. This will require written approval by the City prior to re-submitting to the permitting agency or before proceeding with changes, even if permitting agency re-submittal is not required. City approval of a utility extension is subject to expiration should construction not be completed after a period of two years from the date of approval. Once the Required Documents have been approved by the City, they shall be deemed to be incorporated herein by reference as an amendment to this Agreement to indicate the Developers construction obligations under this Agreement.
3. The City will perform construction inspection during installation of the New Infrastructure and upon project completion submit written certification that the project was completed in accordance with the approved plans and specifications as required by NCAC Title 15A Subchapter 18C (water) and NCAC Title 15A Subchapter 02T

(sanitary sewer). Water and Sewer inspection fees shall be in accordance with the adopted City Fee Schedule as of the date of this agreement. Fees will be paid by the Developer upon certification and acceptance of the New Infrastructure, with amounts due being based on length of lines inspected, certified, and accepted.

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

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

5. Developer shall convey to the City all of the New Infrastructure and easements, on-site and off-site, prior to selling any of the lots in the lots in the development. If the Developer sells a lot within the development to a third-party prior to the conveyance of the New Infrastructure and easements, Developer shall be responsible for all costs associated with obtaining title to the New Infrastructure and easements.
6. Developer shall, at his or her own cost and expense, furnish all materials and all equipment and perform all the work necessary to complete the construction of the New Infrastructure described in the plans and specifications as approved by the City's authorized representative and permitting agency.
7. The installation and construction of the New Infrastructure shall be performed by a reputable and responsible Contractor possessing a valid North Carolina Public Utility Contractor's License directly related to the installation of the New Infrastructure issued by the North Carolina Licensing Board for General Contractors. As used herein, a "responsible Contractor" shall mean one possessing the requisite knowledge, experience, and financial resources to complete the construction of the New Infrastructure in accordance with the plans and specifications within the time allotted.
8. Developer shall be required to establish a discharge point for the flushing of the waterlines that are installed pursuant to this Agreement and that provided the City utilizes the method provided by the Developer, the City shall not be liable and Developer shall, to the fullest extent allowed by law, indemnify and hold the City harmless during the warranty period for any damages whatsoever as a result of the flushing of water lines.
9. The Engineer shall contact the City prior to the start of construction in order to schedule a preconstruction conference between the Developer, Contractor, Engineer, and City staff. This request should be made at least seven (7) days in advance of the anticipated starting date. Developer or Engineer shall receive a written notice to proceed (NTP) from the City before commencing with construction. If construction is anticipated to be

greater than sixty (60) days, a monthly progress meeting shall be scheduled once every thirty (30) days. The date and time of the monthly progress meeting shall be established during the preconstruction conference.

10. Developer shall submit the name, address and the Public Utility Contractor's License Identification Number of the proposed Contractor to the City prior to the preconstruction meeting. The City may investigate the validity of the Contractor's license and the Contractor's status as a responsible Contractor by methods including but not limited to contacting the owners of past projects for which the Contractor furnished work in order to obtain reference information.
11. City staff will be assigned for the express purpose of periodic construction observation and inspection. The City's construction inspector(s) shall have the authority to report all discrepancies identified in all phases of construction to the Engineer regarding conformance with the approved construction drawings and specifications. This report shall in no way relieve the Developer of his or her obligation to engage a professional engineer to perform construction inspection and coordinate construction.
12. During construction, no deviations from the approved plans and specifications shall be allowed without the prior express written approval of the City and permitting agency if deemed necessary by the City.
13. The City Engineer, or authorized representative, shall be authorized to resolve disagreements between Developer's Contractor(s), and the City's construction inspector(s) regarding conformance with approved plans and/or specifications.
14. Upon completion of construction, the Developer shall cause the Engineer to arrange for a final inspection to be performed jointly by the Engineer, the contractor, and the City's construction inspector to determine if the project is acceptable to the City. At this time, a draft as-built shall be submitted to the City. If the project is not immediately acceptable, any deficiencies shall be noted in a written report (punch list) prepared by the City. This report shall be transmitted to the responsible parties. It shall be the responsibility of the Developer to correct any such deficiencies and arrange for a re-inspection of the system.
15. As part of the final inspection process for sewer collection systems, Developer shall satisfactorily complete the following as described in the most recent water and sewer standard construction specifications and details: air test, manhole vacuum tests, and mandrel deflection test. Video of the new sanitary sewer collection system by means of closed-circuit television (CCTV) will be performed by the City. All testing shall be certified and all certifications, along with the related data and any video of the sewer system, shall be submitted to the City before final acceptance of the project is granted by the City.
16. As part of the final inspection process for water distribution systems, Developer shall satisfactorily complete the following: pressure test lines, bacteriological sampling performed by a certified laboratory. The City's certified laboratory may be utilized. All testing shall be certified and all certifications, along with related data, shall be submitted to the City before final acceptance of the project is granted by the City.
17. Once all deficiencies are corrected and the project is deemed acceptable to the City, the Developer shall cause the Engineer to submit as-builts in formats acceptable to the City. The Engineer shall also submit any easements required for the New Infrastructure and any deeds necessary to convey ownership to the City. The

Developer shall be responsible for acquiring easements from any third parties owning property over which any portion of the New Infrastructure is constructed, said easements to be titled in the name of the City, using forms to be provided by the City.

18. Prior to the activation of services on the newly constructed New Infrastructure, Developer shall convey unencumbered title and ownership to the City, of the New Infrastructure and its appurtenances, and shall assign and transfer all associated permits, licenses, and permissions to the City. If a water extension was permitted for the same or similar project, the City shall receive final approval from the permitting agency. In certain circumstances as approved by the City, activation of services on portion(s) of the New Infrastructure may be permitted after partial certification(s) completion and approval(s).
19. The conveyance, assignment or transfer of (1) all permits, licenses or other permissions, and (2) all property and assets to the City, including but not limited to real or personal property, the New Infrastructure and its appurtenances, easements, rights of way or encroachments, (1) and (2) collectively hereinafter referred to as "Required Conveyances," shall be in form as approved by the City's legal counsel, and unless specifically excepted by the City Attorney, shall be in form proper for recording in the appropriate public registry. The conveyance of real property shall be in the form of a fee simple deed and without encumbrance as approved by the City's legal counsel. The Developer shall cause all affiliates or other third parties or entities having an ownership interest in the New Infrastructure or the Property to join the Required Conveyances, as reasonably determined by the City to be necessary to convey full title to the New Infrastructure and Required Conveyances to the City. With the execution hereof, Developer and City specifically agree that the New Infrastructure shall remain personal property, and shall not become a part of the real property, regardless of whether or not the New Infrastructure is permanently affixed to the real property comprising the Property.
20. The Developer shall provide a written release of the City's interest in the Required Conveyances (in form approved by the City Attorney) from any and all liens or other legal interests held by lenders, vendors or other third parties. The release(s) must be delivered in form for recording in the appropriate public registry, and must be received by the City in conjunction with the City's receipt of the Required Conveyances.
21. To the fullest extent allowed by law, and regardless of the approval(s) of any document(s) by the City's legal counsel, the Developer shall indemnify and hold the City harmless from all actions, causes and claims whatsoever against the City by any persons, firms, and corporations whatsoever relating in any manner to this Agreement (including but not limited to damages to persons or property related to construction and/or installation of the New Infrastructure) or the Required Conveyances. Without limiting the Developer's obligations under this paragraph in any manner, the Developer shall defend any and all claims, causes or actions whatsoever regarding the City's title or ownership in any of the Required Conveyances.
22. Developer shall guarantee the accepted and dedicated New Infrastructure to be free of defects in materials and workmanship and to be properly functioning in all respects for a period of one calendar year from the date of final acceptance by the City. During this year of guarantee, Developer shall correct, or have corrected, any defects that may develop in material, equipment, or workmanship. Should Developer fail to correct defects within a reasonable period of time after being notified, as determined in good faith by the City Engineer or designee, the City may proceed to correct defects and Developer shall be liable for the City's expense in doing so. It shall be the Developer's responsibility to attend, or to provide an authorized



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

23. Before the issuance of final acceptance, the Developer or Engineer shall schedule a project closeout meeting with the City. The Developer or Engineer shall submit to the City, not later than the start of the project closeout meeting, all required closeout documents, including but not limited to recorded easement plats, warranty deeds, affidavits of lien waiver, as-built drawings with georeferenced infrastructure data, final walk-through inspection punch list and evidence of completion of said punch list, utility extension agreements, fixed asset evaluation form and infrastructure testing results. The City shall be under no obligation to [and in the absence of extraordinary circumstances will not] activate any services before receipt of all required documentation. Partial receipt shall be treated as an incomplete project closeout and no services shall be activated. A project closeout form shall be completed and executed by the Developer or by an authorized representative of the Developer and the City for each project. If the project described in this utility extension agreement is divided into phases, a project closeout form shall be executed for each phase prior to issuance of final acceptance. For purposes of this paragraph, and notwithstanding any other provision of this agreement, every required document shall be considered material, and "substantial compliance" shall not apply.
24. Once all items required by the Developer under this Agreement are complete, the City shall issue a formal "Letter of Acceptance" to the Developer for the project. The City shall incorporate the accepted system as an integral part of its utility system and shall furnish service therefrom in accordance with the rules, regulations, rates, and policies established for its customers. For the avoidance of doubt, "final acceptance" as used in this Agreement shall refer only to the date the Letter of Acceptance as described in this paragraph is issued by the City.
25. There shall be no intended nor incidental third-party beneficiaries of this Agreement.
26. This Agreement may not be assigned by the Developer without the express written consent of the City. Any assignment without the express written consent of the City shall be void. Any assignment approved by the City shall be in form approved by the City's legal counsel. Such consent by the City and approval by the City's legal counsel shall be for the sole and exclusive benefit and reliance of the City, and shall not be relied upon by the Developer nor any third party as to the validity or legal effect of an assignment.
27. All inspections of the New Infrastructure performed by the City shall be for the sole and exclusive benefit and reliance of the City. The inspection, approval and acceptance of the New Infrastructure shall not be deemed a warranty or guarantee upon which any person or entity can rely that the construction of the extension was done in a workmanlike manner, or was completed in accordance with the construction contract documents, with standards of the profession in and around Hendersonville, North Carolina, or in accordance with the applicable federal, State, or local laws, rules or regulations.
28. Developer is put on notice, and Developer agrees that, in the event that the meter boxes or cleanouts which are part of the New Infrastructure are installed, set, damaged, moved, or altered in any manner that requires the City to make repairs or adjustments to the meter boxes or cleanouts for their proper operation, or if the

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

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

30. Failure of either party to enforce any terms of this Agreement shall not be deemed a waiver, in whole or in part, to enforcing any of its terms against the other party, unless such waiver is delivered to the other party in writing. Failure of either party to exercise the rights under this Agreement shall not be deemed a waiver or abandonment of such rights unless such waiver or abandonment be delivered in writing to the other party.

31. This Agreement may be recorded in the Henderson County Register of Deeds Office at the option of the City.

PLEASE BE ADVISED: The City shall not allow the activation of any water or sewer services until the City receives partial certification approval or final approval from the permitting agency and shall not allow the issuance of any certificates of occupancy until the City deems the project complete.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, the day and year first above written.

**DEVELOPER: MILLS RIVER VENTURES, LLC,**  
**a North Carolina Limited Liability Company**

**THE CITY OF HENDERSONVILLE**

BY: \_\_\_\_\_ (SEAL)

BY: \_\_\_\_\_ (SEAL)

John F. Connet, City Manager

Printed name: \_\_\_\_\_

Title: \_\_\_\_\_

**DEVELOPER: MARK MARSHALL**

BY: \_\_\_\_\_ (SEAL)

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_ a Notary Public of County and State aforesaid, certify that \_\_\_\_\_ in their capacity as \_\_\_\_\_ of **Mills River Ventures, LLC**, appeared before me this day, acknowledging to me the execution of the foregoing document as a duly authorized act of Mills River Ventures, LLC.

WITNESS my hand and official stamp or seal, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public Signature

(OFFICIAL SEAL)

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_ a Notary Public of the State and County aforesaid, certify that **Mark Marshall** personally appeared before me this day and acknowledged the execution of the foregoing instrument.

WITNESS my hand and official stamp or seal, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public Signature

(OFFICIAL SEAL)

STATE OF NORTH CAROLINA, COUNTY OF HENDERSON

I, \_\_\_\_\_, (printed name of notary) a Notary Public in and for the State and County aforesaid, do hereby certify that John F. Connet, personally appeared before me and, being duly sworn, stated that he is City Manager of the City of Hendersonville, North Carolina, and that he executed and acknowledged the foregoing instrument on behalf of the City of Hendersonville pursuant to order of the City Council of said City and that the instrument is the act and deed of the City of Hendersonville.

WITNESS my hand and official seal, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public Signature

(OFFICIAL SEAL)



# CITY OF HENDERSONVILLE

## UTILITY AVAILABILITY

### Goode Preserve

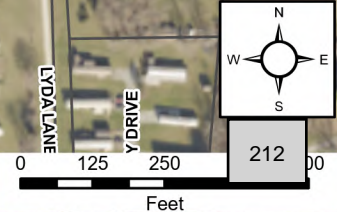
Buncombe County  
Henderson County

Goode Preserve  
PINs: 9633604083; 9632697856;  
9632697614; 9632695741;  
9632695562; 9632694703;  
9632692548  
Town of Mills River  
Mills River Town Fire District

- Project Area
- Sewer Layers**
  - Gravity Main
  - Public Gravity Main
  - Public Force Main
  - Proposed Gravity Main
  - Abandoned
- Water Layers**
  - City Fire Hydrant
  - Water Main**
    - City Water Main
    - Raw Water Main
    - Private Fire Line
    - Proposed Water Main
    - Abandoned Water Main
- Road Layers**
  - State Maintained Road
  - Non-State Maintained Road



The City of Hendersonville makes every effort to confirm the accuracy of this information; however, it does not warrant or guarantee that any information provided is accurate or current.







## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** Tom Wooten **MEETING DATE:** 06/06/2024

**AGENDA SECTION:** NEW BUSINESS **DEPARTMENT:** Public Works

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

### **SUGGESTED MOTION(S):**

I move City Council to adopt the *Resolution by the City of Hendersonville City Council Authorizing acceptance of Spence Drive and Marianne Drive into the City Street Maintenance System as presented.*

### **SUMMARY:**

The City has been asked to accept Spence Drive and Marianne Drive into the City's Street Maintenance System for continued operation and maintenance. Spence Drive and Marianne Drive were constructed as part of the Ivy Crossing subdivision at 5<sup>th</sup> Avenue West and Westbrook Drive.

### **BUDGET IMPACT:**

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

**If no, describe how it will be funded.**

**The roads are new and no expenditures are expected at this time. Future improvements will be funded using our Powell Bill Fund/Program.**

### **ATTACHMENTS:**

**Resolution Authorizing Acceptance of Spence Drive and Marianne Drive**

**Request Letter from Windsor Built Homes, Inc.**

**Deed and Plat for Ivy Crossing**

Resolution #\_\_ - \_\_\_\_

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

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

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

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

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

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

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

Adopted by the City Council of the City of Hendersonville, North Carolina on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, City Attorney



May 2, 2024

The City of Hendersonville  
% Mr. Tom Wooten  
Director of Public Works

Re: Certificate of Dedication and Maintenance  
Ivy Crossing Subdivision

Dear Mr. Wooten:

Windsor Built Homes, Inc. (The Developer of Ivy Crossing Subdivision and Declarant of the Ivy Crossing HOA located at the crossroads of 5th Avenue and Westbrook Avenue), requests that the City of Hendersonville accept the road rights-of-way and further described in the attached etc., filed in Deed 3494/253 of the Henderson County Registry. Copies of the plats referred to in said deed are enclosed herein for your reference.

Should the City require anything further in regard to this request, please contact me at [SSTREET@WINDSORBUILT.COM](mailto:SSTREET@WINDSORBUILT.COM) or 864-430-2995. Thanks in advance for your help in this matter.

Scott Street, President  
Windsor Built Homes, Inc.

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

*Please do not place anything in the 3" margin above - for recording information only*

## NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax \$2,700.00

Tax Lot No. \_\_\_\_\_ Parcel Identifier No. 104332; 104336; 9906112 and 104337Mail after recording to Worley & Peltz, PLLC Attorney's Initials MMT  
42 Orchard Street, Asheville, NC 28810This instrument was prepared by Van Winkle, Buck, Wall, Starnes, & Davis, P.A. (Michael M. Thompson)Brief description for the Index: 15.57+/- 5<sup>th</sup> Avenue West (Document Prep Only)THIS DEED made this 15<sup>th</sup> day of May, 2020, by and between:

### GRANTOR

**MARIANNE EWBANK CAMPBELL**

**And Husband,**

**CHARLES S. CAMPBELL JR.**

**And**

**JOSEPH B. EWBANK**

**a/k/a JOSEPH BOOTHROYD EWBANK**

**And Wife,**

**LINDA EWBANK**

**Whose mailing address is:**

P.O. Box 1250

Hendersonville, NC 28793

### GRANTEE

**WINDSOR BUILT HOMES, INC.**

**A South Carolina Corporation**

**Whose mailing address is:**

40 West Broad Street, Suite 500,

Greenville, SC 29601

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

This instrument was prepared by Michael M. Thompson, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds.

Submitted electronically by "Worley & Peltz, PLLC"  
in compliance with North Carolina statutes governing recordable documents  
and the terms of the submitter agreement with the Henderson County Register of Deeds.



**WITNESSETH**, that Grantor, for a valuable consideration paid by Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto Grantee in fee simple, all that certain lot or parcel of land situated in the City of Hendersonville, Henderson County, North Carolina, and more particularly described as follows:

**SEE EXHIBIT A ATTACHED HERETO AND  
INCORPORATED HEREIN BY REFERENCE**

The property hereinabove described was acquired by Grantor by instrument recorded in Deed Book 1027 at Page 487; Book 1027, Page 499 and Book 1114, Page 136, Henderson County Registry.

All or a portion of the property herein conveyed   X   includes or   X   does not include the primary residence of a Grantor.

A map showing the above described property is recorded in Plat Book Slide \_\_\_\_\_.

**TO HAVE AND TO HOLD** the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to Grantee in fee simple.

And Grantor covenants with Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.

Title to the property hereinabove described is subject to the following exceptions:

Easements, covenants, conditions and restrictions of record; 2020 ad valorem taxes; and utilities physically located on the property.

**IN WITNESS WHEREOF**, the Grantor has duly executed the foregoing as of the day and year first above written.

**SEE ATTACHED SIGNATURE LINES and NOTARY ACKNOWLEDGEMENTS**

Marianne Ewbank Campbell (SEAL)  
MARIANNE EWBANK CAMPBELL

Charles S. Campbell Jr. (SEAL)  
CHARLES S. CAMPBELL JR.

STATE OF NORTH CAROLINA  
COUNTY OF Henderson

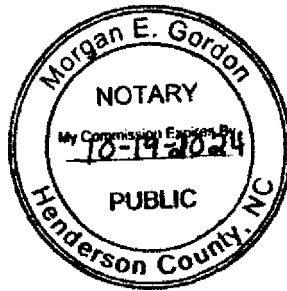
I, Morgan E. Gordon, a Notary Public of the County and State aforesaid, certify that MARIANNE EWBANK CAMPBELL and Husband, CHARLES S. CAMPBELL JR., personally appeared before me this day and acknowledged the execution of the foregoing instrument for the purposes therein expressed. Sworn to and subscribed to before me.

WITNESS my hand and official stamp or seal, this 19 day of May, 2020.

My commission expires 10-19-2024  
~~10-19-21~~

Morgan E. Gordon  
Notary Public

SEAL/STAMP



Joseph B. Ewbank (SEAL)  
JOSEPH B. EWBANK a/k/a JOSEPH  
BOOTHROYD EWBANK

Linda Ewbank (SEAL)  
LINDA EWBANK

STATE OF Virginia  
COUNTY OF Alexandria (City)

I, Ruth C Penberg, a Notary Public of the County and State aforesaid, certify that  
JOSEPH B. EWBANK a/k/a JOSEPH BOOTHROYD EWBANK and Wife, LINDA  
EWBANK, personally appeared before me this day and acknowledged the execution of the  
foregoing instrument for the purposes therein expressed. Sworn to and subscribed to before me.

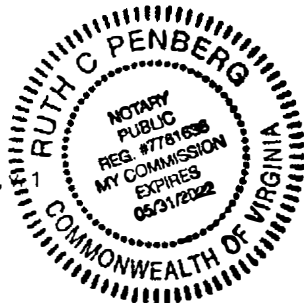
WITNESS my hand and official stamp or seal, this 15<sup>th</sup> day of May, 2020.

My commission expires: 05/31/2022

Ruth C Penberg  
Notary Public

SEAL/STAMP

4847-2564-3707, 1



**LYING IN HENDERSON COUNTY, NORTH CAROLINA**

BEING all of that property shown on that plat entitled, "Boundary Survey for Windsor Built Homes, Inc.," as the same is recorded in Plat Book 2020, at Page/Slide 12480, Henderson County Register of Deeds, reference to which Plat is hereby made for a more particular description of said property.

For the avoidance of doubt, the property referenced herein is shown on the plat above as:

1. "Marianne E. Campbell, Charles S. Campbell, Jr., Joseph Boothroyd, Current PIN: 9658-18-5388...Area = 10.655 Acres."
2. "Marianne E. Campbell, Charles S. Campbell, Jr., PIN: 9658-17-5727...Area = 0.259 Acres."
3. "Marianne E. Campbell, Charles S. Campbell, Jr., Joseph Boothroyd, Current PIN: 9658-18-8043...Area = 1.362 Acres."
4. "Marianne E. Campbell, Charles S. Campbell, Jr., PIN: 9658-18-8429...Area = 2.198 Acres."
5. "Marianne E. Campbell, Charles S. Campbell, Jr., PIN: 9658-18-9677...Area = 1.117 Acres."

ALSO BEING ALL OR A PORTION of that property described in the following deeds: Deed Book 1114, at Page 136, Deed Book 1027, at Page 499, and Deed Book 1027, at Page 487, each recorded in the Henderson County Register of Deeds.

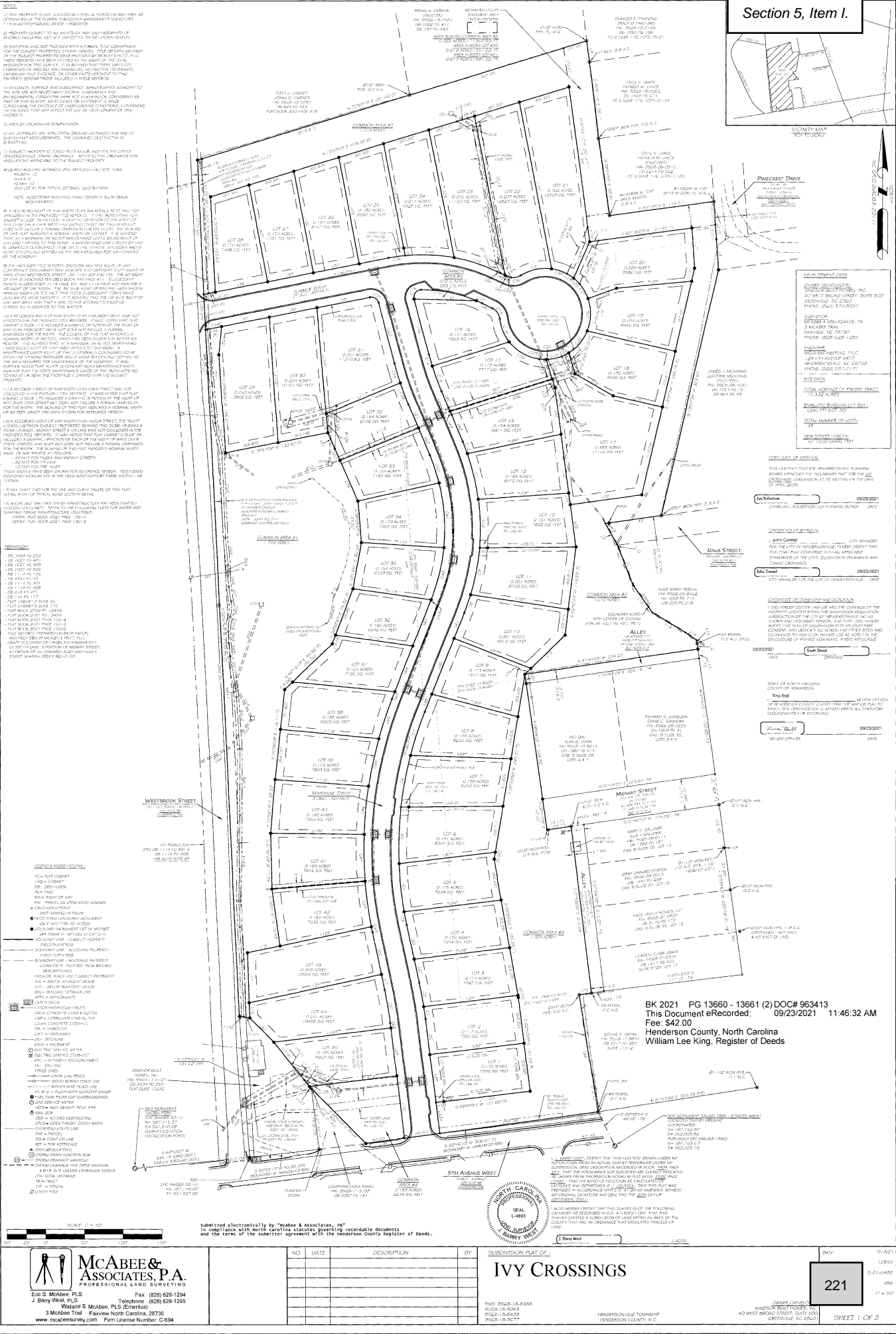
TOGETHER WITH AND SUBJECT TO all easements, rights of way, conditions, covenants and restrictions appurtenant to the property described above and as shown on the plat referenced herein.

(19-0634 Windsor Built Homes, Inc.)



# SLIDE 13660

## Section 5, Item 1.



BK 2021 PG 13660 - 13661 (2) DOC# 963413

LINE	MARK	STATION
11	2+000.00	200.00
12	2+020.00	220.00
13	2+040.00	240.00
14	2+060.00	260.00
15	2+080.00	280.00
16	2+100.00	300.00
17	2+120.00	320.00
18	2+140.00	340.00
19	2+160.00	360.00
20	2+180.00	380.00
21	2+200.00	400.00
22	2+220.00	420.00
23	2+240.00	440.00
24	2+260.00	460.00
25	2+280.00	480.00
26	2+300.00	500.00
27	2+320.00	520.00
28	2+340.00	540.00
29	2+360.00	560.00
30	2+380.00	580.00
31	2+400.00	600.00
32	2+420.00	620.00
33	2+440.00	640.00
34	2+460.00	660.00
35	2+480.00	680.00
36	2+500.00	700.00
37	2+520.00	720.00
38	2+540.00	740.00
39	2+560.00	760.00
40	2+580.00	780.00
41	2+600.00	800.00
42	2+620.00	820.00
43	2+640.00	840.00
44	2+660.00	860.00
45	2+680.00	880.00
46	2+700.00	900.00
47	2+720.00	920.00
48	2+740.00	940.00
49	2+760.00	960.00
50	2+780.00	980.00
51	2+800.00	1000.00
52	2+820.00	1020.00
53	2+840.00	1040.00
54	2+860.00	1060.00
55	2+880.00	1080.00
56	2+900.00	1100.00
57	2+920.00	1120.00
58	2+940.00	1140.00
59	2+960.00	1160.00
60	2+980.00	1180.00
61	3+000.00	1200.00
62	3+020.00	1220.00
63	3+040.00	1240.00
64	3+060.00	1260.00
65	3+080.00	1280.00
66	3+100.00	1300.00
67	3+120.00	1320.00
68	3+140.00	1340.00
69	3+160.00	1360.00
70	3+180.00	1380.00
71	3+200.00	1400.00
72	3+220.00	1420.00
73	3+240.00	1440.00
74	3+260.00	1460.00
75	3+280.00	1480.00
76	3+300.00	1500.00
77	3+320.00	1520.00
78	3+340.00	1540.00
79	3+360.00	1560.00
80	3+380.00	1580.00
81	3+400.00	1600.00
82	3+420.00	1620.00
83	3+440.00	1640.00
84	3+460.00	1660.00
85	3+480.00	1680.00
86	3+500.00	1700.00
87	3+520.00	1720.00
88	3+540.00	1740.00
89	3+560.00	1760.00
90	3+580.00	1780.00
91	3+600.00	1800.00
92	3+620.00	1820.00
93	3+640.00	1840.00
94	3+660.00	1860.00
95	3+680.00	1880.00
96	3+700.00	1900.00
97	3+720.00	1920.00
98	3+740.00	1940.00
99	3+760.00	1960.00
100	3+780.00	1980.00
101	3+800.00	2000.00
102	3+820.00	2020.00
103	3+840.00	2040.00
104	3+860.00	2060.00
105	3+880.00	2080.00
106	3+900.00	2100.00
107	3+920.00	2120.00
108	3+940.00	2140.00
109	3+960.00	2160.00
110	3+980.00	2180.00
111	4+000.00	2200.00
112	4+020.00	2220.00
113	4+040.00	2240.00
114	4+060.00	2260.00
115	4+080.00	2280.00
116	4+100.00	2300.00
117	4+120.00	2320.00
118	4+140.00	2340.00
119	4+160.00	2360.00
120	4+180.00	2380.00
121	4+200.00	2400.00
122	4+220.00	2420.00
123	4+240.00	2440.00
124	4+260.00	2460.00
125	4+280.00	2480.00
126	4+300.00	2500.00
127	4+320.00	2520.00
128	4+340.00	2540.00
129	4+360.00	2560.00
130	4+380.00	2580.00
131	4+400.00	2600.00
132	4+420.00	2620.00
133	4+440.00	2640.00
134	4+460.00	2660.00
135	4+480.00	2680.00
136	4+500.00	2700.00
137	4+520.00	2720.00
138	4+540.00	2740.00
139	4+560.00	2760.00
140	4+580.00	2780.00
141	4+600.00	2800.00
142	4+620.00	2820.00
143	4+640.00	2840.00
144	4+660.00	2860.00
145	4+680.00	2880.00
146	4+700.00	2900.00
147	4+720.00	2920.00
148	4+740.00	2940.00
149	4+760.00	2960.00
150	4+780.00	2980.00
151	4+800.00	3000.00
152	4+820.00	3020.00
153	4+840.00	3040.00
154	4+860.00	3060.00
155	4+880.00	3080.00
156	4+900.00	3100.00
157	4+920.00	3120.00
158	4+940.00	3140.00
159	4+960.00	3160.00
160	4+980.00	3180.00
161	5+000.00	3200.00
162	5+020.00	3220.00
163	5+040.00	3240.00
164	5+060.00	3260.00
165	5+080.00	3280.00
166	5+100.00	3300.00
167	5+120.00	3320.00
168	5+140.00	3340.00
169	5+160.00	3360.00
170	5+180.00	3380.00
171	5+200.00	3400.00
172	5+220.00	3420.00
173	5+240.00	3440.00
174	5+260.00	3460.00
175	5+280.00	3480.00
176	5+300.00	3500.00
177	5+320.00	3520.00
178	5+340.00	3540.00
179	5+360.00	3560.00
180	5+380.00	3580.00
181	5+400.00	3600.00
182	5+420.00	3620.00
183	5+440.00	3640.00
184	5+460.00	3660.00
185	5+480.00	3680.00
186	5+500.00	3700.00
187	5+520.00	3720.00
188	5+540.00	3740.00
189	5+560.00	3760.00
190	5+580.00	3780.00
191	5+600.00	3800.00
192	5+620.00	3820.00
193	5+640.00	3840.00
194	5+660.00	3860.00
195	5+680.00	3880.00
196	5+700.00	3900.00
197	5+720.00	3920.00
198	5+740.00	3940.00
199	5+760.00	3960.00
200	5+780.00	3980.00
201	5+800.00	4000.00
202	5+820.00	4020.00
203	5+840.00	4040.00
204	5+860.00	4060.00
205	5+880.00	4080.00
206	5+900.00	4100.00
207	5+920.00	4120.00
208	5+940.00	4140.00
209	5+960.00	4160.00
210	5+980.00	4180.00
211	6+000.00	4200.00
212	6+020.00	4220.00
213	6+040.00	4240.00
214	6+060.00	4260.00
215	6+080.00	4280.00
216	6+100.00	4300.00
217	6+120.00	4320.00
218	6+140.00	4340.00
219	6+160.00	4360.00
220	6+180.00	4380.00
221	6+200.00	4400.00
222	6+220.00	4420.00
223	6+240.00	4440.00
224	6+260.00	4460.00
225	6+280.00	4480.00
226	6+300.00	4500.00
227	6+320.00	4520.00
228	6+340.00	4540.00
229	6+360.00	4560.00
230	6+380.00	4580.00
231	6+400.00	4600.00
232	6+420.00	4620.00
233	6+440.00	4640.00
234	6+460.00	4660.00
235	6+480.00	4680.00
236	6+500.00	4700.00
237	6+520.00	4720.00
238	6+540.00	4740.00
239	6+560.00	4760.00
240	6+580.00	4780.00
241	6+600.00	4800.00
242	6+620.00	4820.00
243	6+640.00	4840.00
244	6+660.00	4860.00
245	6+680.00	4880.00
246	6+700.00	4900.00
247	6+720.00	4920.00
248	6+740.00	4940.00
249	6+760.00	4960.00
250	6+780.00	4980.00
251	6+800.00	5000.00
252	6+820.00	5020.00
253	6+840.00	5040.00
254	6+860.00	5060.00
255	6+880.00	5080.00
256	6+900.00	5100.00
257	6+920.00	5120.00
258	6+940.00	5140.00
259	6+960.00	5160.00
260	6+980.00	5180.00
261	7+000.00	5200.00
262	7+020.00	5220.00
263	7+040.00	5240.00
264	7+060.00	5260.00
265	7+080.00	5280.00
266	7+100.00	5300.00
267	7+120.00	5320.00
268	7+140.00	5340.00
269	7+160.00	5360.00
270	7+180.00	5380.00
271	7+200.00	5400.00
272	7+220.00	5420.00
273	7+240.00	5440.00
274	7+260.00	5460.00
275	7+280.00	5480.00
276	7+300.00	5500.00
277	7+320.00	5520.00
278	7+340.00	5540.00
279	7+360.00	5560.00
280	7+380.00	5580.00
281	7+400.00	5600.00
282	7+420.00	5620.00
283	7+440.00	5640.00
284	7+460.00	5660.00
285	7+480.00	5680.00
286	7+500.00	5700.00
287	7+520.00	5720.00
288	7+540.00	5740.00
289	7+560.00	5760.00
290	7+580.00	5780.00
291	7+600.00	5800.00
292	7+620.00	5820.00
293	7+640.00	5840.00
294	7+660.00	5860.00
295	7+680.00	5880.00
296	7+700.00	5900.00
297	7+720.00	5920.00
298	7+740.00	5940.00
299	7+760.00	5960.00
300	7+780.00	5980.00
301	7+800.00	6000.00
302	7+820.00	6020.00
303	7+840.00	6040.00
304	7+860.00	6060.00
305	7+880.00	6080.00
306	7+900.00	6100.00
307	7+920.00	6120.00
308	7+940.00	6140.00
309	7+960.00	6160.00
310	7+980.00	6180.00
311	8+000.00	6200.00
312	8+020.00	6220.00
313	8+040.00	6240.00
314	8+060.00	6260.00
315	8+080.00	6280.00
316	8+100.00	6300.00
317	8+120.00	6320.00
318	8+140.00	6340.00
319	8+160.00	6360.00
320	8+180.00	6380.00
321	8+200.00	6400.00
322	8+220.00	6420.00
323	8+240.00	6440.00
324	8+260.00	6460.00
325	8+280.00	6480.00
326	8+300.00	6500.00
327	8+320.00	6520.00
328	8+340.00	6540.00
329	8+360.00	6560.00
330	8+380.00	6580.00
331	8+400.00	6600.00
332	8+420.00	6620.00
333	8+440.00	6640.00
334	8+460.00	6660.00
335		



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

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

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

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

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

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

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

Adopted by the City Council of the City of Hendersonville, North Carolina on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Attest:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, City Attorney

PROCLAMATION

IN REMEMBRANCE OF THE 80TH ANNIVERSARY OF D-DAY

JUNE 6, 2024

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

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

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

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

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

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

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

**PROCLAIMED** this 6<sup>th</sup> day of June, 2024.

Seal

\_\_\_\_\_  
Barbara G. Volk, Mayor  
City of Hendersonville

Attest: \_\_\_\_\_  
Jill Murray, City Clerk  
City of Hendersonville



# HEND *Earth Fest*

Second Annual HEF Recap

City Council Meeting June 6<sup>th</sup>

Presented by Ann Twiggs, ESB Board Member and Co Chair of HEF



Section 6, Item B.





## HEF 2024 Subcommittee Members

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





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



Section 6, Item B.





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

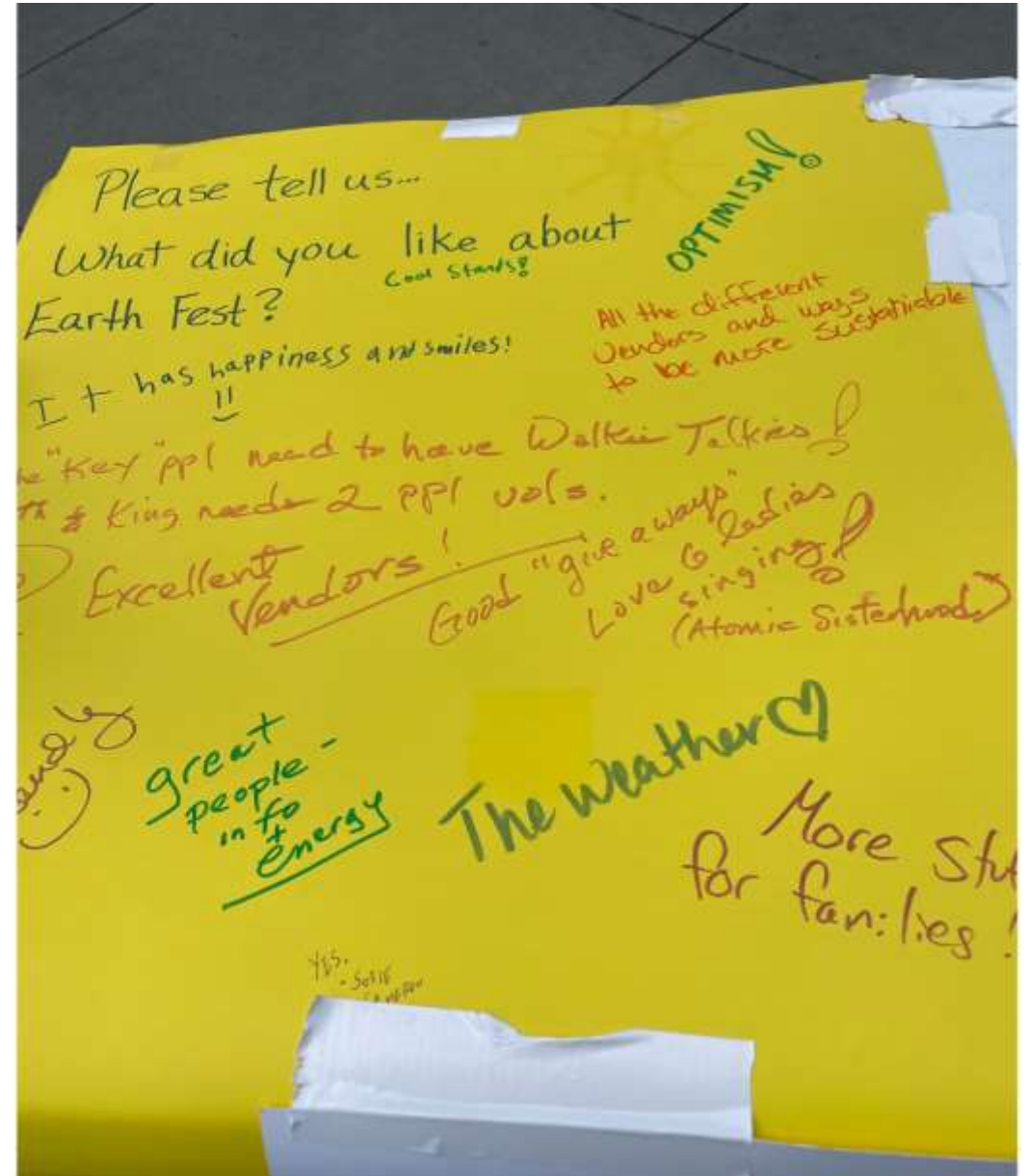
Interactive – Kid Friendly – Fun!      Beautiful weather!!!  
Exhibitors were Friendly & Educational



Section 6, Item B.







## Goals for HEF 2025

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

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





## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

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**SUBMITTER:** John Connet

**MEETING DATE:** 6/6/24

**AGENDA SECTION:** PRESENTATION

**DEPARTMENT:** Administration

**TITLE OF ITEM:** Veteran's Healing Farm Presentation – *Alan Yeck, Executive Director*

**SUGGESTED MOTION(S):**

NA

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**SUMMARY:**

Veterans Healing Farm Executive Director Alan Yeck will make a presentation regarding the Veterans Healing Farm.

**BUDGET IMPACT:** \$

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

**If no, describe how it will be funded.** NA

**ATTACHMENTS:**

None



# Veterans Healing Farm

Hendersonville, NC



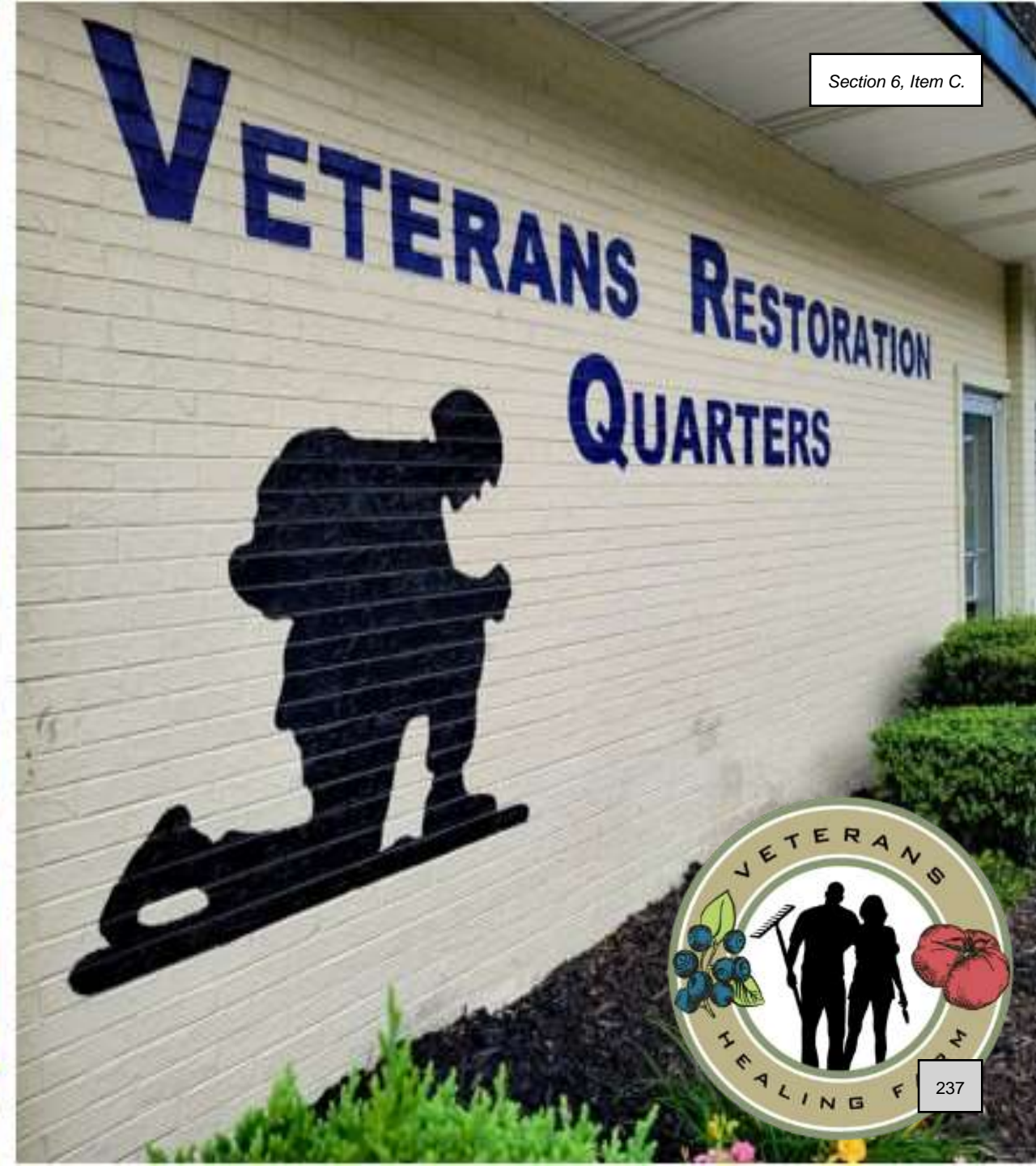












Section 6, Item C.





Section 6, Item C.















































































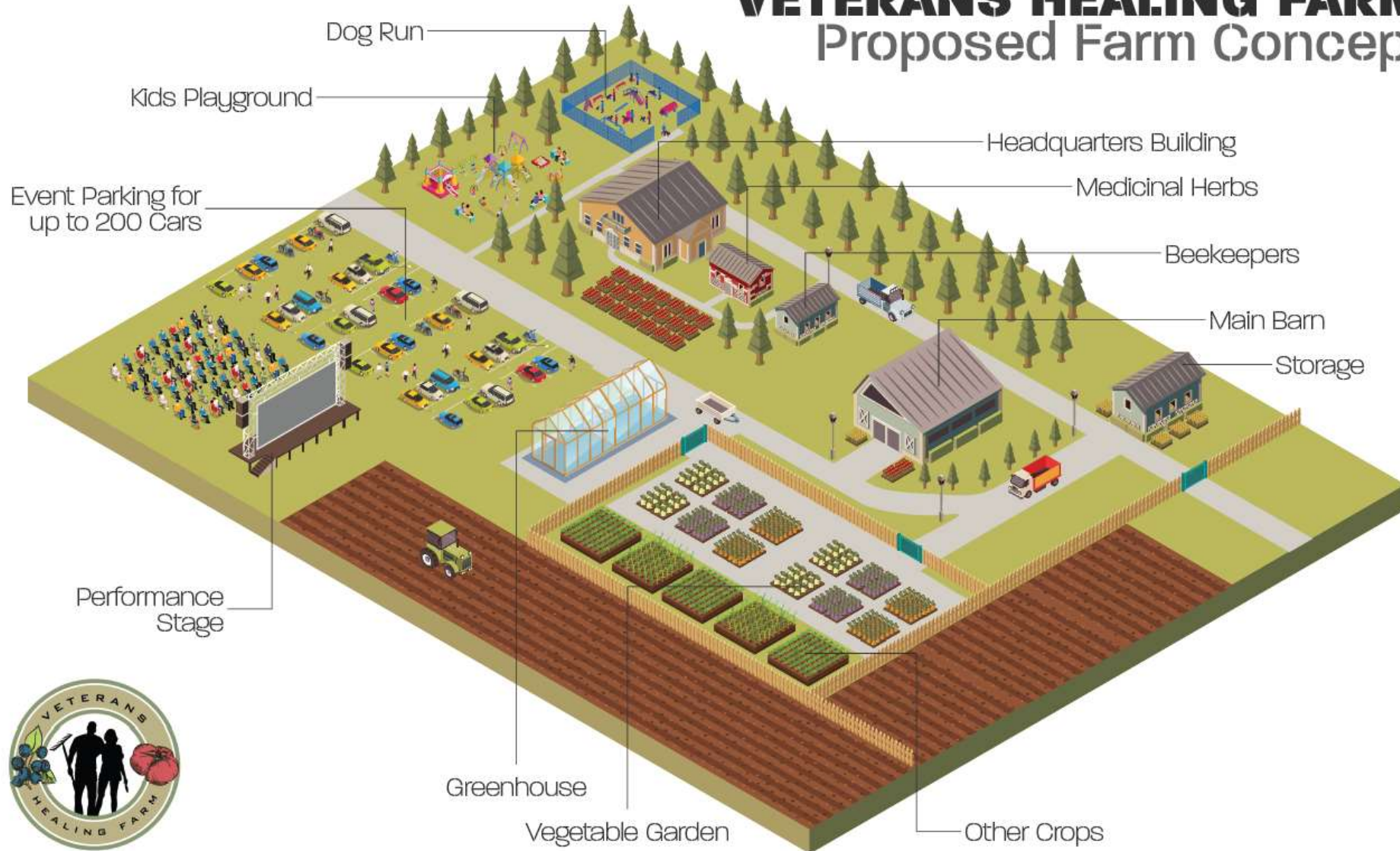
Veterans are at 72% higher risk of suicide than those who haven't served.





# VETERANS HEALING FARM

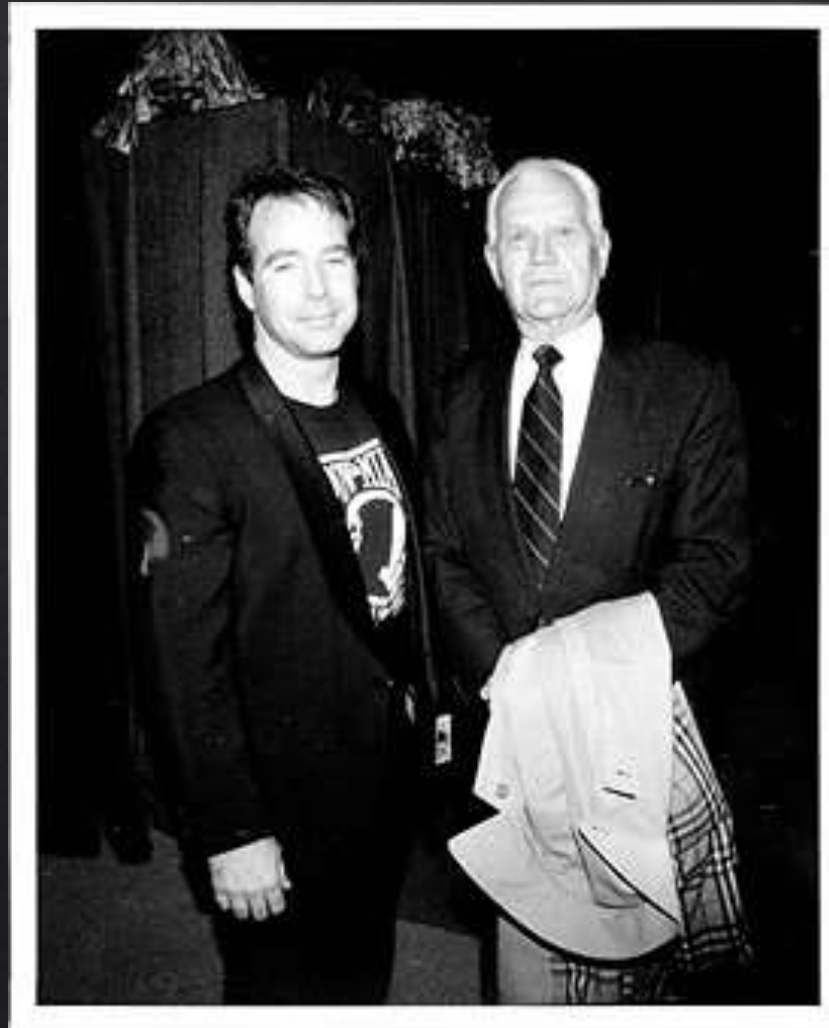
## Proposed Farm Concept







General William C. Westmoreland, guest of honor at the 1993 opening night of “2266” in New York City.







## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** Brent Detwiler **MEETING DATE:** June 6, 2024

**AGENDA SECTION:** PRESENTATIONS **DEPARTMENT:** Public Services

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

### **SUGGESTED MOTION(S):**

N/A

### **SUMMARY:**

City staff have been working with Watermark Landscape Architecture to refine concepts for the landscape and hardscape design of the future NCDOT roundabout at S Main/King/Church. NCDOT will install the improvements with their upcoming U-5886/U-6049 S Main/White Road Improvements Project as part of an agreement with a forthcoming agreement with the City. NCDOT has done this recently for other communities (Brevard, Laurel Park). Staff from Watermark are here to present their concept and we would like feedback and a consensus on whether we can proceed to final design so that the plans can be included in NCDOT's plan set. We also welcome any questions you may have.

**BUDGET IMPACT:** Total landscaping and hardscape is estimated to cost approximately \$500,000. Construction of improvements will be completed by NCDOT as part of their U-5886/U-6049 S Main/White Road Improvements Project. An agreement will be executed at some point closer to project bidding (October 2026) and reimbursement will not happen until project is completed (approximately 2029).

**Is this expenditure approved in the current fiscal year budget?** No

**If no, describe how it will be funded.** Funding sources will be determined later.

### **ATTACHMENTS:**

Presentation by Watermark Landscape Architecture



<b>ATTACHMENTS:</b>	<ol style="list-style-type: none"> <li>1. Order to close</li> <li>2. Signed Resolution of Intent</li> <li>3. Street Closure Plat</li> <li>4. Sylvan Heights Plat</li> <li>5. GIS Map</li> <li>6. Legal Description</li> <li>7. Street Closure Application</li> <li>8. Deed</li> </ol>
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ORDER # \_\_\_\_\_

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

(Petition from The Housing Assistance Corporation)

NORTH CAROLINA  
HENDERSON COUNTY

TO WHOM IT MAY CONCERN:

WHEREAS, North Carolina General 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 such streets or alleyways; and

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

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

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

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

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

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

1. The closing of the street portion hereafter described are not contrary to the public interest.
2. No individual owning property in the vicinity of the streets or in the subdivision in which it is located would be deprived by the closing of such streets of reasonable means of ingress and egress to his property.

IN CONSIDERATION THEREOF, IT IS HEREBY ORDERED:

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

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

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

Beginning at a  $\frac{3}{4}$ " existing iron pipe, said pipe having NAD83 (2011) grid coordinates of N: 591,850.69', E: 964,461.78' and standing in the northwest line of the subject parcel currently owned by The Housing Assistance Corporation as described in deed book 4121 page 511; and running thence N 46°23'42" E 3.76' to a point; thence on a curve to the right with a radius of 136.92' and a chord of S 36°09'49" E 85.91' to a point; thence on a curve to the left with a radius of 29.99' and a chord of S 31°41'17" E 14.31' to a point; thence on a curve to the right with a radius of 35.21' and an arc length of 163.27' and a chord of S 78°16'54" W 51.65' to a point; thence on a curve to the left with a radius of 21.65' and a chord of N 05°37'27" E 17.63' to a point; thence on a curve to the left with a radius of 59.46' with a chord of N 24°27'42" W 12.54' to a point; thence on a curve to the left with a radius of 105.09' with a chord of N 42°45'19" W 44.57' to a point in the western boundary line of subject parcel; thence N 04°47'34" E 8.88' to a  $\frac{3}{4}$ " existing iron pipe; thence N 50°07'33" E 29.47' to the point and place of beginning. Containing 0.16 acres (7250.9 sq.ft.) and being the unopened of said unnamed street at shown on survey by Ownbey Land Surveying, PLLC, bearing job number 240112.

2. The City herewith reserves all right, title, and interest in and to an easement over, upon, across, under and through the closed portion of the unnamed street for the placement, construction, and maintenance of public utilities including waterlines, sewer lines, stormwater management, and underground telecommunications facilities including cables, wires, and/or conduit.
3. The City herewith reserves all right, title, and interest in and to an easement over, upon, across, under and through the closed portion of the unnamed street for the placement, construction, and maintenance of public pedestrian infrastructure including but not limited to sidewalks and greenways.
4. The City Clerk shall forthwith cause a certified copy of this order to be filed in the Office of the Register of Deeds of Henderson County.

This order shall take effect the 6<sup>th</sup> day of June 2024.

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

ATTEST:

\_\_\_\_\_  
Jill Murray, City Clerk

Approved as to form:

\_\_\_\_\_  
Angela S. Beeker, 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, Jill Murray, in her capacity as City Clerk, and Angela S. Beeker, in her 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 \_\_\_\_\_



Resolution #R-24-21

**RESOLUTION OF INTENT TO CLOSE AN UNOPENED,  
UNIMPROVED PORTION OF AN UNNAMED STREET**

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

**WHEREAS**, The Housing Assistance Corporation has petitioned the City of Hendersonville City Council to close an unopened and unimproved portion of an unnamed street, located on PIN 9569-41-8704; and

**WHEREAS**, NC General Statute 160A-299 requires that City Council conduct a public hearing for the purpose of giving consideration to the petition; and

**WHEREAS**, At the public hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual; and

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

1. City Council herewith calls a public hearing to be held at 5:45 p.m. (or as soon thereafter as it may be heard) on the 6<sup>th</sup> day of June 2024, in the Assembly Room of the City Operations Center to consider closing an unopened and unimproved portion of an unnamed street located on PIN 9569-41-8704. Persons shall be allowed to attend and comment in person or via Zoom at the following address:

<https://zoom.us/join>

Dial-in by phone: (646) 558-8656  
Meeting ID: 822 0104 2528  
Passcode: 1847

Digital public hearing comments may be submitted prior to the public hearing on the City's webpage at [www.hendersonvillenc.gov/public-comment](http://www.hendersonvillenc.gov/public-comment) or directly to the City Clerk, Jill Murray, [jmurray@hvlnc.gov](mailto:jmurray@hvlnc.gov), 160 6<sup>th</sup> Avenue East, Hendersonville, NC 28792.

2. The legal description for the portion of the unnamed street proposed for closing is as follows:

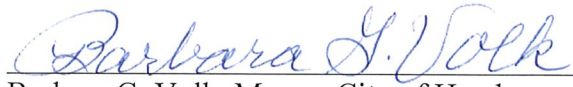
Beginning at a ¾" existing iron pipe, said pipe having NAD83 (2011) grid coordinates of N: 591,850.69', E: 964,461.78' and standing in the northwest line of the subject parcel currently owned by The Housing Assistance Corporation as described in deed book 4121 page 511; and running thence N 46°23'42" E 3.76' to a point; thence on a curve to the right with a radius of 136.92' and a chord of S 36°09'49" E 85.91' to a point; thence on a curve to the left with a radius of 29.99' and a chord of S 31°41'17" E 14.31' to a point; thence on a curve to the right with

a radius of 35.21' and an arc length of 163.27' and a chord of S 78°16'54" W 51.65' to a point; thence on a curve to the left with a radius of 21.65' and a chord of N 05°37'27" E 17.63' to a point; thence on a curve to the left with a radius of 59.46' with a chord of N 24°27'42" W 12.54' to a point; thence on a curve to the left with a radius of 105.09' with a chord of N 42°45'19" W 44.57' to a point in the western boundary line of subject parcel; thence N 04°47'34" E 8.88' to a ¾" existing iron pipe; thence N 50°07'33" E 29.47' to the point and place of beginning. Containing 0.16 acres (7250.9 sq.ft.) and being the unopened of said unnamed street at shown on survey by Ownbey Land Surveying, PLLC, bearing job number 240112.

3. The City Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks.
4. 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.
5. The City Clerk is further directed to cause adequate notices of the Resolution of Intent and the scheduled public hearing to be prominently posted in at least two along the portion of the unnamed street proposed for closure as required by G.S. 160A-299.
6. The City Council herewith declares its intent to close the street as described above.

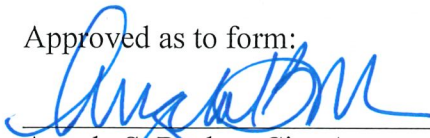
Adopted by the City Council of the City of Hendersonville, North Carolina on this 2<sup>nd</sup> day of May, 2024.

Attest:

  
Barbara G. Volk, Mayor, City of Hendersonville

  
Jill Murray, City Clerk

Approved as to form:

  
Angela S. Beeker, City Attorney



THIS PLAT REPRESENTS A STREET OR ALLEY TO BE CLOSED BY THE CITY OF HENDERSONVILLE, NORTH CAROLINA CITY COUNCIL PURSUANT TO NC65-160A-299, BY ORDINANCE DULY ADOPTED (ORDER TO CLOSE \_\_\_\_\_), THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

MAYOR OF HENDERSONVILLE

ATTEST:  
CITY CLERK

STATE OF NORTH CAROLINA  
COUNTY OF HENDERSON

I, \_\_\_\_\_, REVIEW OFFICER OF HENDERSON COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

DATE

N.C. GRID NORTH  
NAD83 (2011)

**LEGEND:**  
 EIP = EXISTING IRON PIPE  
 CIP = CRIMPED TOP PIPE  
 RRS = RAILROAD SPIKE  
 IPS - IRON PIN SET  $\frac{3}{4}$ " REBAR WITH CAP  
 R/W = RIGHT OF WAY  
 B.S.L. = BUILDING SETBACK LINE  
 EP = EDGE OF PAVEMENT  
 CMP = CORRUGATED METAL PIPE  
 CPP = CORRUGATED PLASTIC PIPE  
 RCP = REINFORCED CONCRETE PIPE  
 CO = SEWER CLEANOUT  
 ○ = CALCULATED & UNMARKED POINT  
 ○ = PROPERTY CORNER FOUND (AS NOTED)  
 ● = SET  $\frac{3}{4}$ " REBAR WITH "J.R. OWNBEY" I.D. CAP  
 □ = FOUND STONE OR MONUMENT (AS NOTED)  
 ○ = UTILITY POLE  
 ⊗ = WATER METER  
 ⊕ = WATER VALVE  
 ⊗ = FIRE HYDRANT  
 ⊕ = TELEPHONE PEDISTAL  
 ⊗ = SANITARY SEWER MANHOLE  
 ⊕ = STORM SEWER MANHOLE  
 -OU- = OVERHEAD UTILITY LINE  
 -E- = UNDERGROUND ELECTRIC  
 -G- = UNDERGROUND GAS  
 -SS- = SANITARY SEWER LINE  
 -T- = UNDERGROUND TELEPHONE  
 --- = EDGE OF GRAVEL  
 -X- = FENCE  
 --- = SUBJECT PROPERTY LINE (SURVEYED)  
 --- = ADJOINER LINE (LINE NOT SURVEYED)  
 --- = BUILDING SETBACK LINE (B.S.L.)  
 --- = RIGHT-OF-WAY LINE (R/W)  
 --- = TIE LINE  
 --- = SUBJECT PROPERTY LINE (LINE NOT SURVEYED)

I, JARED R. OWNBEY, N.C. PROFESSIONAL LAND SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION AND THAT LOCAL HORIZONTAL AND VERTICAL GRID CONTROL WAS ESTABLISHED FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION, AND THAT THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:

- |                                      |                     |
|--------------------------------------|---------------------|
| (1) CLASS OF SURVEY:                 | CLASS A             |
| (2) POSITIONAL ACCURACY:             | HORIZONTAL: 0.05'   |
| (3) TYPES OF GPS FIELD PROCEDURE(S): | REAL-TIME KINEMATIC |
| (4) DATES OF SURVEY:                 | 7-22-2024           |
| (5) DATUM/EPOCH:                     | NAD 83 2011         |
| (6) PUBLISHED/FIXED CONTROL USE:     | NC65 RTN NETWORK    |
| (7) GEOD MODEL:                      | GEOID 18            |
| (8) COMBINED GRID FACTOR(S):         | 0.9997718           |
| (9) UNITS:                           | US FEET             |

WITNESS MY SIGNATURE, LICENSE NUMBER, AND SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 \_\_\_\_.

N.C. PROFESSIONAL LAND SURVEYOR

L-4782  
LICENSE #

**OWNBEY**  
LAND SURVEYING, PLLC

FIRM LICENSE NO. P-1189  
522 FLEMING STREET  
HENDERSONVILLE, NC 28739  
PHONE: (828)-595-9668  
MOUNTAINLANDSURVEYOR.COM

SYLVAN BOULEVARD  
(PAVED PUBLIC ROAD)

$\frac{3}{4}$ " EIP FOUND  
N: 591952.23  
E: 964726.85  
NAD83 (2011)

PIN: 9569-42-5061  
PHILIP KERULAS CORRELL  
MARLOIA JANE CORRELL  
DB 552 PAGE 407

$\frac{3}{4}$ " EIP FOUND  
N: 591850.89  
E: 964461.78  
NAD83 (2011)

0.16 ACRES  
ROAD CLOSURE AREA

1.75 ACRES  
(TOTAL)

PIN: 9569-41-6650  
LAURITZ BOHNHART ESKESSEN  
ELISEBETH MADSEN ESKESSEN  
DB 4088 PAGE 437

PIN: 9569-41-7483  
SAMUEL ALEXANDER WENTZ  
KATHLEEN BISHOP WENTZ  
DB 395 PAGE 359  
PB B PAGE 312

PIN: 9569-41-7954  
RICHARD H. GUSTAFSON  
BONNIE M. GUSTAFSON  
DB 1182 PAGE 463

PIN: 9569-41-8647  
ALAN W. CUNNINGHAM TRUSTEE  
THE ALAN W. CUNNINGHAM TRUST  
DB 3272 PAGE 143  
PB B PAGE 149

PIN: 9569-41-9731  
STEPHEN C. MENCK  
KATHLEEN F. MENCK  
DB 1141 PAGE 355

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	141.25'	79.50'	78.46'	S 26°34'37" E
C2	141.35'	68.47'	67.80'	S 56°37'49" E
C3	141.35'	13.35'	13.35'	S 72°46'52" E

CALCS ALONG ROAD CLOSURE			
CURVE	RADIUS	CHORD LENGTH	CHORD BEARING
C4	136.92'	85.91'	S 36°09'49" E
C5	29.99'	14.31'	S 31°41'17" E
C6	35.21'	51.65'	S 78°16'54" W
C7	21.65'	17.63'	N 05°37'27" E
C8	59.46'	12.54'	N 24°27'42" W
C9	105.09'	44.57'	N 42°45'19" W

LINE	BEARING	DISTANCE
L1	S 81°40'23" E	37.32'
L2	S 25°34'41" E	34.53'
L3	S 40°22'52" E	27.70'
L4	N 03°30'40" E	24.95'
L5	N 86°53'36" W	37.97'
L6	N 50°07'33" E	29.47'
L7	N 46°23'42" E	3.76'

#### NOTES:

\* ALL AREAS CALCULATED BY COORDINATE COMPUTATION METHOD.

\* THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF ABSTRACT TITLE AND MATTERS OF TITLE SHOULD BE REFERRED TO AN ATTORNEY-AT-LAW.

\* THIS SURVEY MAY BE SUBJECT TO ALL RIGHTS-OF-WAYS, EASEMENTS, RESERVATIONS, AND RESTRICTIONS WRITTEN AND UNWRITTEN, RECORDED AND UNRECORDED.

\* ADJOINING PROPERTY OWNER INFORMATION TAKEN FROM THE HENDERSON COUNTY GIS WEBSITE.

\* NO HORIZONTAL CONTROL FOUND WITHIN 2000'.

\* NO UNDERGROUND UTILITIES WERE LOCATED.  
CALL 811 OR 1-800-632-4949 BEFORE DIGGING.

\* BASED ON GRAPHICAL DETERMINATION, THE SUBJECT PROPERTY DOES NOT LIE IN A FEMA/FIRM SPECIAL FLOOD HAZARD AREA PER THE NATION FLOOD INSURANCE PROGRAM, FLOOD INSURANCE MAP 3700956900J, WITH AN EFFECTIVE DATE OF OCTOBER 2, 2008.

\* ANY RIVERS, STREAMS, CREEKS, PONDS, LAKES, WETLANDS, ETC., LOCATED ON THIS PROPERTY, SHOWN OR NOT SHOWN HEREON, MAY BE SUBJECT TO BUFFER AREAS. IT IS THE OWNER/DEVELOPER'S RESPONSIBILITY TO HAVE THE AREAS DESIGNATED BY PERSON(S)/FIRM(S) AUTHORIZED, BY THE PROPER AUTHORITIES, TO MAKE SUCH DETERMINATION.

\* ALL DISTANCES SHOWN HEREON ARE HORIZONTAL. GROUND DISTANCES UNLESS OTHERWISE NOTED.

\* THE SUBJECT PROPERTY LIES WITHIN THE CITY OF HENDERSONVILLE ZONING DISTRICT R-10 AND IS SUBJECT TO THE FOLLOWING SETBACKS:  
FRONT = 25'  
SIDES = 10'  
REAR = 10'

CURRENT RECORD OWNER INFORMATION:  
THE HOUSING ASSISTANCE CORPORATION  
PO BOX 2057  
HENDERSONVILLE, NC 28793

#### MAP OF STREET CLOSURE FOR THE CITY OF HENDERSONVILLE

FOR AN UNOPENED PORTION OF AN

UNNAMED STREET

REFERENCES

PIN: 9569-41-8704

DEED BOOK 4121 PAGE 511

PLAT BOOK C PAGE 149

HENDERSONVILLE TOWNSHIP, HENDERSON COUNTY, N.C.

DATE: 4-16-2024

DRAWN BY: D.D. WADDELL FIELD CREW: IMW, RF

CHECKED BY: J.R. OWNBEY

JOB #240112



**PRELIMINARY**  
**FOR REVIEW PURPOSES ONLY.**  
**NOT FOR RECORDING, SALES,**  
**OR CONVEYANCE**

I, JARED R. OWNBEY, N.C. PROFESSIONAL LAND SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION. PROPERTY DESCRIPTION RECORDED IN DEED BOOK 4121, PAGE 511; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED BY DASHED LINES AS DRAWN FROM INFORMATION FOUND IN DEED BOOKS AS SHOWN; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000 OR GREATER; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

I ALSO HEREBY CERTIFY THAT THIS SURVEY IS OF THE FOLLOWING CATEGORY AS DESCRIBED IN G.S. 47-30(f)(11):

(d.) THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

WITNESS MY SIGNATURE, LICENSE NUMBER, AND SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 \_\_\_\_.

N.C. PROFESSIONAL LAND SURVEYOR

L-4782  
LICENSE #



# Sylvan Heights

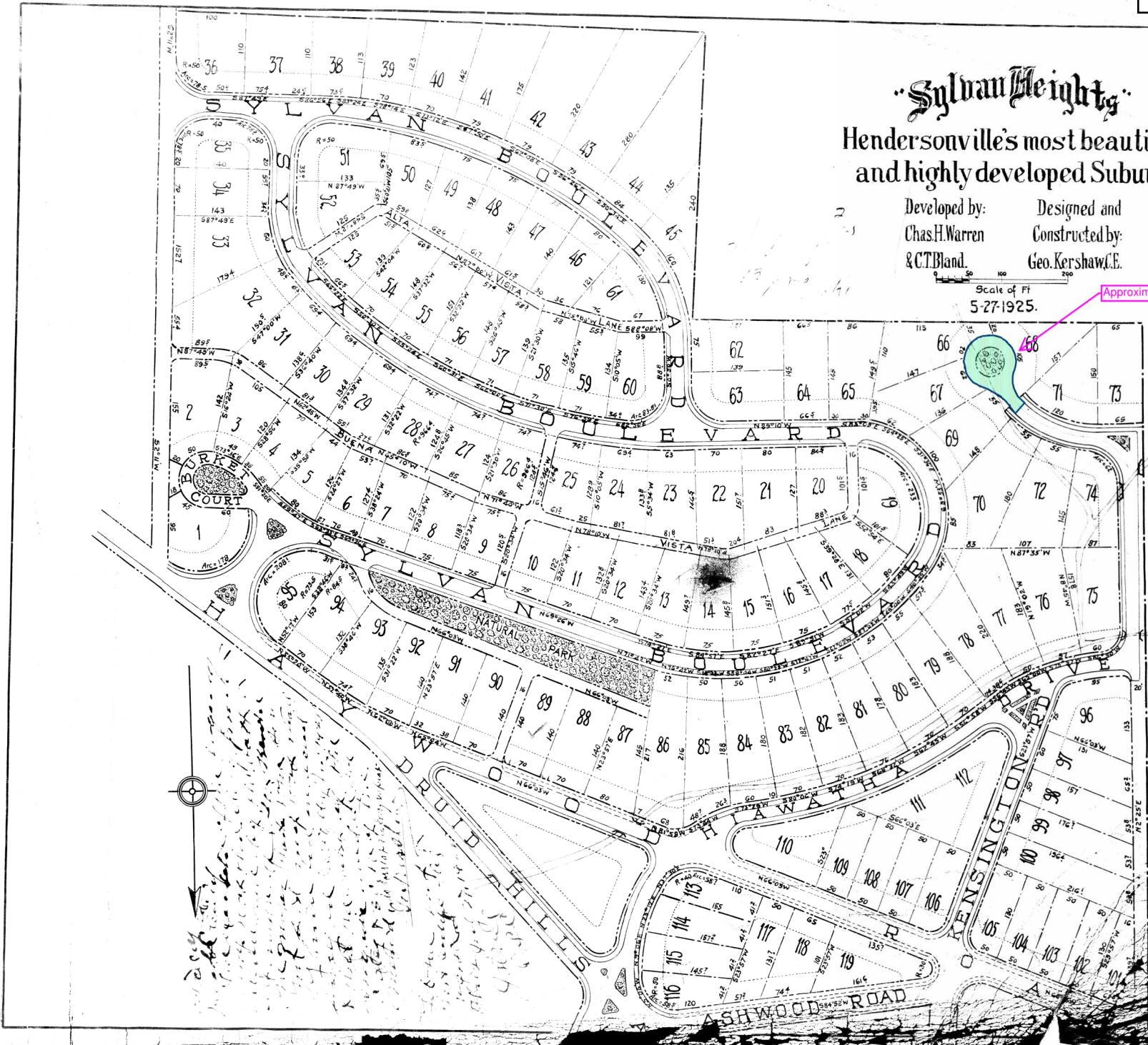
Hendersonville's most beautiful  
and highly developed Suburb

Developed by:  
Chas. H. Warren  
& C. T. Bland

Designed and  
Constructed by:  
Geo. Kershaw & Co.

Scale of Ft  
5-27-1925.

Approximate area to be closed







**Portion of Unnamed Street**  
C24-22-SCL  
PINs: 9569-41-8704  
Acreage: 0.16  
**Street Closure Map**

 Area to be Closed







522 FLEMING STREET  
 HENDERSONVILLE, NC 28739  
 828-674-9974

[JROWNBEYPLS@GMAIL.COM](mailto:JROWNBEYPLS@GMAIL.COM)

[WWW.MOUNTAINLANDSURVEYOR.COM](http://WWW.MOUNTAINLANDSURVEYOR.COM)

April 17, 2024

### Legal Description for Road Right-of-Way Closure – Unnamed Road

Beginning at a  $\frac{3}{4}$ " existing iron pipe, said pipe having NAD83 (2011) grid coordinates of N: 591,850.69', E: 964,461.78' and standing in the northwest line of the subject parcel currently owned by The Housing Assistance Corporation as described in deed book 4121 page 511; and running thence N  $46^{\circ}23'42''$  E 3.76' to a point; thence on a curve to the right with a radius of 136.92' and a chord of S  $36^{\circ}09'49''$  E 85.91' to a point; thence on a curve to the left with a radius of 29.99' and a chord of S  $31^{\circ}41'17''$  E 14.31' to a point; thence on a curve to the right with a radius of 35.21' and an arc length of 163.27' and a chord of S  $78^{\circ}16'54''$  W 51.65' to a point; thence on a curve to the left with a radius of 21.65' and a chord of N  $05^{\circ}37'27''$  E 17.63' to a point; thence on a curve to the left with a radius of 59.46' with a chord of N  $24^{\circ}27'42''$  W 12.54' to a point; thence on a curve to the left with a radius of 105.09' with a chord of N  $42^{\circ}45'19''$  W 44.57' to a point in the western boundary line of subject parcel; thence N  $04^{\circ}47'34''$  E 8.88' to a  $\frac{3}{4}$ " existing iron pipe; thence N  $50^{\circ}07'33''$  E 29.47' to the point and place of beginning. Containing 0.16 acres (7250.9 sq.ft.) and being the unopened of said unnamed street at shown on survey by Ownbey Land Surveying, PLLC, bearing job number 240112.





**CITY OF HENDERSONVILLE**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
100 N. King Street, Hendersonville, NC 28792  
Phone (828) 697-3010|Fax (828) 698-6185  
www.hendersonvillenc.gov

**Petition Requesting to Permanently Close a Street/Alley**

The following are the **required** submittals for a complete application to permanently close a street/alley. Staff will not review applications until each item has been submitted and determined complete. By placing a check mark by each of the following items, you are certifying that you have performed that task.

- ☒ 1. Completed Application Form
- ☒ 2. Appropriate Fee
- ☒ 3. A copy of the deed indicating ownership of the property.
- ☒ 4. A Survey Plat of the property prepared by a registered surveyor licensed to practice in the state of North Carolina.
- ☒ 5. A typed boundary description of the area to be closed, in digital format if possible.

**A. Property Information**

PIN(s): 9569-41-8704

Name of Alley/Street: UnNamed

Are you proposing to close a street or alley? ☒ Street ☐ Alley

Are you closing all or a portion of the street/ alley? ☒ Portion ☐ All

**B. Property Owner Contact Information**

Susan Frady *Susan D. Frady* 4/16/2024  
\* Printed Applicant Name Date

Housing Assistance  
Printed Company Name (if applicable)

Office Use:  
Date Received: \_\_\_\_\_ By: \_\_\_\_\_

☒ Corporation      ☐ Limited Liability Company      ☐ Trust      ☐ Partnership

☐ Other: \_\_\_\_\_

**Susan Frady** *Susan D. Frady*  
\_\_\_\_\_  
Property Owner Signature

**Interim Executive Director**  
\_\_\_\_\_

Property Owner Title (if applicable)

**214 N. King Street**  
\_\_\_\_\_

Address of Property Owner

**Hendersonville, NC 28792**  
\_\_\_\_\_

City, State, and Zip Code

**(828) 692-4744**  
\_\_\_\_\_

Telephone

**susan@housing-assistance.com**  
\_\_\_\_\_

Email

**C. Additional Property Owner Contact Information (if needed)**

\_\_\_\_\_  
\* Printed Applicant Name      \_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Company Name (if applicable)

☐ Corporation      ☐ Limited Liability Company      ☐ Trust      ☐ Partnership

☐ Other: \_\_\_\_\_

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Property Owner Title (if applicable)

\_\_\_\_\_  
Address of Property Owner

\_\_\_\_\_  
City, State, and Zip Code

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Email

**D. Additional Property Owner Contact Information (if needed)**

\_\_\_\_\_  
\* Printed Applicant Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Company Name (if applicable)

☐ Corporation      ☐ Limited Liability Company      ☐ Trust      ☐ Partnership

☐ Other: \_\_\_\_\_

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Property Owner Title (if applicable)

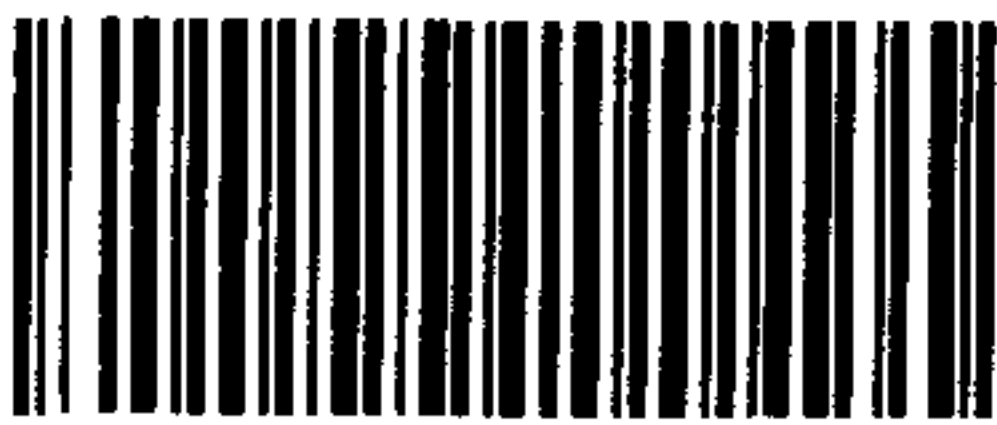
\_\_\_\_\_  
Address of Property Owner

\_\_\_\_\_  
City, State, and Zip Code

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Email





This document presented and filed:  
12/29/2023 11:45:50 AM

WLK

WILLIAM LEE KING, Henderson COUNTY, NC  
Transfer Tax: \$0.00

NORTH CAROLINA DEED OF GIFT

Excise Tax: \$ 0.00  
Parcel Identifier No. 1008947 Verified by \_\_\_\_\_ County on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
By: \_\_\_\_\_

Mail/Box to: Hogan & Brewer, PLLC - 229 North Main Street, Hendersonville, NC 28792 – File No. 23-4743  
This instrument was prepared by: Sherri L. Brewer  
Brief description for the Index: 1.75 acres Sylvan Blvd

THIS DEED made this 29<sup>th</sup> day of December, 2023, by and between  
GRANTOR GRANTEE

CLA BUILDERS, INC., A North  
Carolina Corporation  
  
PO Box 1209  
Etowah, NC 28729

THE HOUSING ASSISTANCE  
CORPORATION, a North Carolina Non-Profit  
Corporation  
  
PO Box 2057  
Hendersonville, NC 28793

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.  
WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of Hendersonville. Henderson County, North Carolina and more particularly described as follows:

SEE ATTACHED EXHIBIT A.

A portion of property hereinabove described was acquired by Grantor by instrument recorded in Book 1339 Page 186.  
All or a portion of the property herein conveyed \_\_\_\_\_ includes or  X  does not include the primary residence of a Grantor.  
A map showing the above described property is recorded in  
TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:


Subject to City of Hendersonville and Henderson County ad valorem taxes.  
Subject to Restrictions, Easements, and Rights of Way of Record.

Book 4121  
Page 512

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

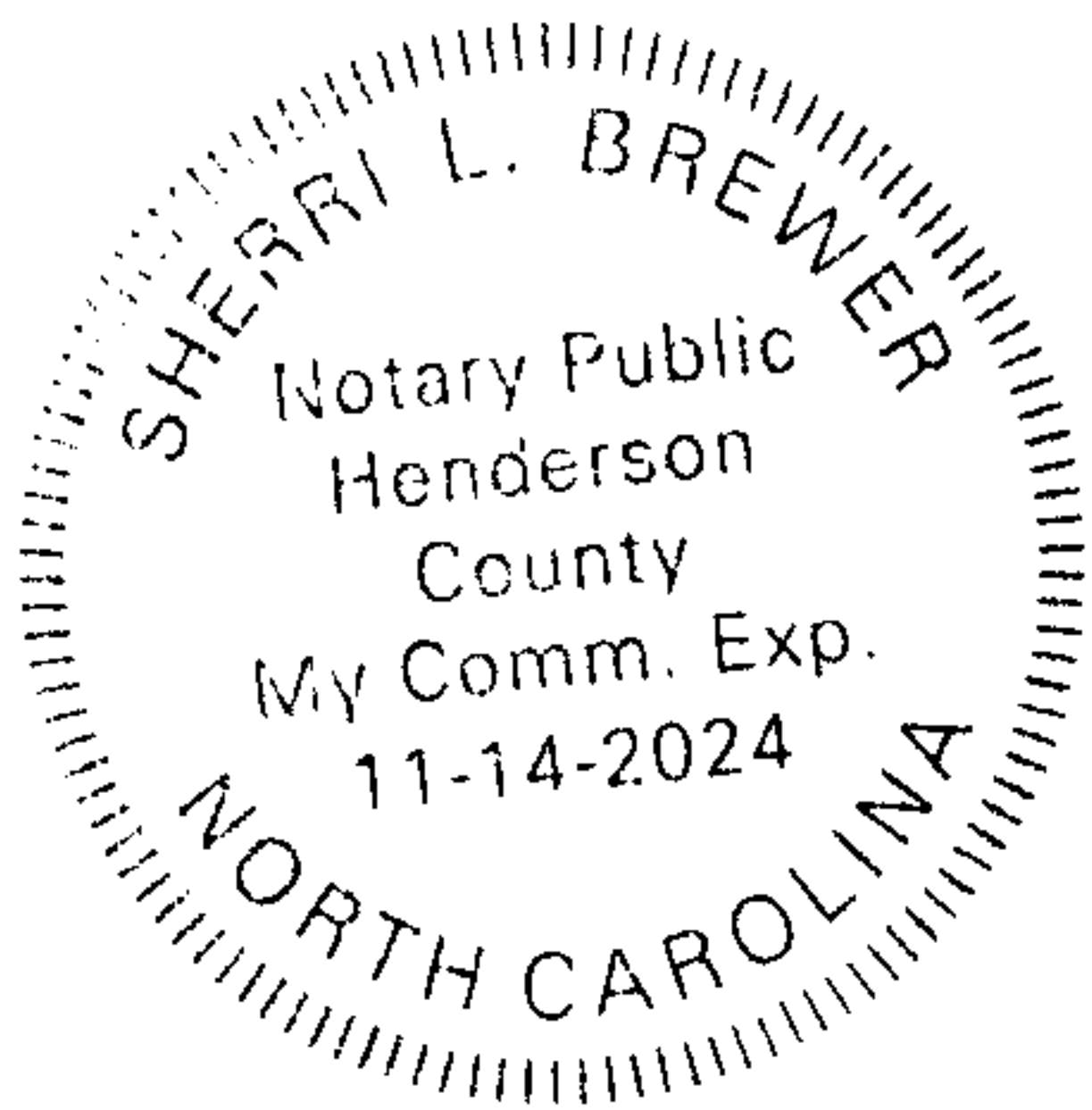
CLA Builders, Inc., A North Carolina Corporation

\_\_\_\_\_(SEAL)

By:   
Charles L. Anderson, Jr., President

\_\_\_\_\_(SEAL)


State of North Carolina - County of Henderson



I, the undersigned Notary Public of the County and State aforesaid, certify that Charles L. Anderson personally came before me this day and acknowledged that he is the President of CLA Builders, Inc., a North Carolina Corporation and that by authority duly given and as the act of such entity, he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal this 29<sup>th</sup> day of DECEMBER, 2023.

(Affix Seal)

My Commission Expires:  
11-14-2024

  
Sherri L. Brewer Notary Public  
Notary's Printed or Typed Name



## EXHIBIT A

BEGINNING at an existing iron pin, said pin stands in the southern margin of the right of way for Sylvan Boulevard and in the western margin of the 25 feet wide right of way of Leafy Way Drive, said pin being the northeastern corner of Lot 65 (Plat Cabinet B-149 and see Deed book 299 Page 441, all references herein to the Henderson County Registry) said pin standing South 52 deg 00 min 30 sec East 183.61 feet from the northernmost corner of Lot 67 shown on a plat recorded at Plat Cabinet B-149, thence from said BEGINNING point with the margin of Leafy Way Drive South 21 deg 06 min 42 sec East 156.80 feet to an iron pin; thence South 27 deg 10 min 13 sec East 34.53 feet to an iron pin, thence with the margin of Lots 20 – 22 (Sylvan Heights) South 35 deg 51 min 40 sec East 93.63 feet to an iron pin, thence with the margin of Lots 23 – 25, South 41 deg 06 min 10 sec East 93.45 feet to an iron pin beside a sanitary sewer line, thence leaving the Leafy Way Drive with the margin of Lot 25, North 88 deg 17 min 41 sec West 154.47 feet to an iron pin, thence North 01 deg 51 min 19 sec East 25.09 feet to a point; thence North 88 deg 22 min 10 sec West 37.96 feet to an iron pin; thence with the western margin of Lots 24 – 21, North 00 deg 20 min 35 sec West 100.13 feet to an iron pin; thence with the line of Lot 20 South 89 deg 16 min 38 sec West 67.80 feet to an iron pin beside a creek, thence North 03 deg 20 min 38 sec East 50.74 feet to an iron pin (this is the beginning pint for tract two of Deed Book 952 Page 407, Henderson County Registry), thence (with the lines of Wentz, DB 375, P 359 and DB 1124, P 274) North 88 deg 21 min 28 sec West 210.59 feet to an iron pin in the line now or formerly of Sellers (DB 1187, P 697), thence with said line North 03 deg 13 min 11 sec East 125.58 feet to an iron pin near a creek; thence with the line dividing Lots 67 and 70, North 45 deg 13 min 36 sec East 148.21 feet to an iron pin in the margin of Sylvan Boulevard; thence on a curve with a radius of 141.35 feet following the margin of the right of way of Sylvan Boulevard running to the left South 44 deg 42 min 36 sec East 152.96 feet (and an arc length of 161.62 feet) to an iron pin which is the northwestern corner of Lot 65; thence South 83 deg 21 min 47 sec East 37.34 feet to the point and place of BEGINNING. Containing 1.75 acres more or less according to a survey entitled “Boundary Survey for Charles Anderson, Sylvan Boulevard, Lots 19-25, DB 299-441 Lots 66-69 Plat Cabinet B-149, City of Hendersonville, Henderson County, State of North Carolina” by Freeland-Clinkscates & Associates, Inc. dated October 22, 2007 bearing drawing number H27294.

BEING a consolidated description of Tracts 1 and 2 as described in that deed to Revertia Pegg and Charles Hansley and wife, Donna Hansley recorded in Deed Book 1206, Page 68 of the Henderson County Registry.

ALSO BEING that property conveyed to CLA Builders, Inc. by deed recorded in Deed Book 1339 at Page 186 in the Office of the Register of Deeds for Henderson County, North Carolina.





## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** Adam Murr **MEETING DATE:** 06/06/2024  
**AGENDA SECTION:** PUBLIC HEARING **DEPARTMENT:** Administration  
**TITLE OF ITEM:** Budget Adoption FY25 – *John Connet, City Manager*

### **SUGGESTED MOTION(S):**

I move to adopt the Fiscal Year 2024-2025 (FY25) Budget Ordinance, Fiscal Year 2024-2025 (FY25) Capital Reserve Fund Ordinance, Fiscal Year 2024-2025 (FY25) Resolution of Intent to Consider and Adopt the Recommended Capital Improvement Plan and Follow the Rate Schedule, Fiscal Year 2024-2025 (FY25) Resolution Authorizing Increase in Micro-Purchase Threshold, and Fiscal Year 2024-2025 (FY25 Pay and Classification Schedule as presented.

### **SUMMARY:**

This item contains the City Manager’s recommended budget for the City of Hendersonville for fiscal year 2024-2025 (FY25). 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 with one fund, other than salaries, including contingency appropriations, may be transferred therein by the City Manager, or designee, if the original total appropriated balance for the funds is not changed. Please note that the budget ordinance as proposed also adopts the City’s fee schedule for FY25 which includes, among other fees, amended stormwater fees implemented as part of the stormwater utility.

Upon adoption of a budget for FY25, a final approved budget document will be compiled, posted on the City website, and furnished in the office of the City Clerk, City Manager, and Finance Officer.

**BUDGET IMPACT:** N/A

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

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

### **ATTACHMENTS:**

Fiscal Year 2024-2025 (FY25) Budget







## **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

### “Beary Garcia”

**Sponsor: Grateful Mindset Properties**

**Artists: Judi Moolten, London Orzolek  
Judy Dempsey**

**To Benefit: Homes for Youth**

**Auction Date: October 26, 2024**

#### **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.

For more information on Historic Downtown Hendersonville and the Bearfootin’ Art Walk & Auction, visit **[downtownhendersonville.org](http://downtownhendersonville.org)**.

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. Budgets not only represent plans for the future, but 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 continues to advance its organizational excellence and budgetary practices, ultimately making the leap from a good organization to a great one, it will be mindful of the 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 criteria and goals the City of Hendersonville continues its pursuit of exemplary budget practices.



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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" [NCGS §159-7(b)(1)]. The *Budget Guide* will briefly describe the sections contained within the budget document, explain the budget process, clarify 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 with 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 budget document submitted for fiscal year 2024-2025 (FY25) will consist of six (6) major sections: Introduction and Guide, Budget Message, Budget Ordinances and Resolutions, Fee Schedule, Capital Improvement Plan (CIP), and Pay and Classification Schedule.

## 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. NCGS §159-11(b) states that the message should include the following:

- A concise explanation of goals set by the budget for the budget year.
- Important features of the activities anticipated by the budget.
- Reasons for changes from the previous year in goals, programs, and appropriation levels.
- Major changes in fiscal policy.

## Budget Ordinance & Resolutions

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. Additionally, the City adopts a variety of ordinances and resolutions to establish capital reserve funds, capital and grant project ordinances, and resolutions of intent to follow future fee schedules and future CIP schedules.

## Fee Schedule

The Fee Schedule is a legally adopted 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.

## 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 reevaluated annually, and the document changes as project timelines come closer to execution.

### **Pay & Classification Schedule**

The Pay & Classification Schedule (Pay & Class) section contains the listing of all approved City positions and respective salary ranges. Salary ranges detail each grade's minimum, probationary completion, midpoint, and maximum salary. This schedule is considered, revised, and adopted annually. The City of Hendersonville periodically receives recommendations from expert consulting firms on the pay & class schedule. The City's most recent pay & class recommendations were received in FY22. The pay and class recommendations were fully implemented with the FY23 annual budget. In FY24, the City is provided a 3.0% cost-of-living adjustment (COLA), which also increases all pay grade minimums, mid-points, and maximums by 3.0%. FY25's budget incorporates a 5.00% cost-of-living adjustment.



## The Budget Process

In accordance with the Local Government Budget and Fiscal Control Act (LGBFCA), the budget document for the fiscal year ending June 30, 2025, meets the balanced budget and inclusiveness requirements.

The inclusiveness requirement means the City may only spend moneys that have been budgeted [NCGS §159-8(a)].

The balanced budget requirement means that any budget ordinance, project ordinance, financial plan, or internal service fund must balance. NCGS §159-8(a) states “budget ordinance is balanced when the sum of estimated net revenues and appropriated fund balances is equal to appropriations.”

A legal limit on the budget document includes NCGS §159-15, addressing a local government’s ability to set a property tax levy and the regulations regarding that levy. Whether the budget is used primarily as a planning vehicle, or as a means of reaching political agreement about budgetary policies, the 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 [NCGS §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 FY25:

City of Hendersonville Budget Calendar Fiscal Year 2024-2025 (FY25)		
Budget Procedure	Legally Required Date	Projected Date
Distribute Capital Improvement Plan Docs.		10/02/2023
Capital Improvement Plan Requests Due		12/08/2023
Capital Improvement Plan Staff Meetings		December & January
Distribute Budget and Special Appropriation Docs.		01/02/2024
Staff Retreat		01/11/2024 - 01/12/2024
Budget Request Forms Due	04/30/2024	02/05/2024
Special Appropriations Due		02/23/2024
Preliminary Revenue and Expenditure Estimates		02/12/2024 - 02/23/2024
Council Retreat		03/14/2024 - 03/15/2024
Department Meetings and Updates		03/11/2024 - 03/22/2024
Revised Revenue and Expenditure Estimates		03/27/2024 - 03/29/2024
Budget Review and Adjustments		April
Budget Memos		April & May
Budget Workshop		05/03/2024
Notice of Budget Public Hearing	By 06/01/2024	05/26/2024
Budget to City Council and City Clerk	By 06/01/2024	05/26/2024
Budget Public Hearing and Adoption	By 07/01/2024	06/06/2024
*Fee Schedule, Pay Scale, Special Budgets, and CIP included in Budget Ordinance*		
*See the Local Government Budget and Fiscal Control Act for info. 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 [NCGS §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 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 (10) days must elapse between submission of the budget and adoption of the Budget Ordinance [NCGS §159-13(a)]. The governing body may conduct its budget review in both special and regular meetings. Open meetings laws (NCGS §143-318.12) apply to the aforementioned situations, each board member must be notified of said meetings, and only budget matters may be discussed during the meetings (NCGS §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 *Budget Ordinance* 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 Budget Officer 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 1<sup>st</sup>. If the budget is not adopted, then NCGS §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, NCGS §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 left and right corner of each page. These headings identify the fiscal year, 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*.

## 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 like 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.

Prior year actual budget data from audit reports.	Current year budget, including amendments.	Adopted budget for the upcoming year.
---	--	---------------------------------------

	FY23 ACTUAL	FY24 REVISED	FY25 BUDGET	DOLLAR CHANGE
<b>EXPENDITURES</b>				
Personnel/Benefits	13,636,945	15,883,606	16,387,663	504,057
Operating	6,007,054	7,289,285	6,464,864	(824,421)
Capital	1,781,292	754,492	233,119	(521,373)
Debt Service	2,489,202	3,578,713	4,098,214	519,501
<b>TOTAL EXPENDITURES</b>	<b>23,914,493</b>	<b>27,506,096</b>	<b>27,183,860</b>	<b>(322,236)</b>

	FY23 ACTUAL	FY24 REVISED	FY25 BUDGET	DOLLAR CHANGE
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<b>TOTAL EXPENDITURES</b>	<b>23,914,493</b>	<b>27,506,096</b>	<b>27,183,860</b>	<b>(322,236)</b>

Includes salaries, FICA costs, insurance, 401k, & retirement costs.

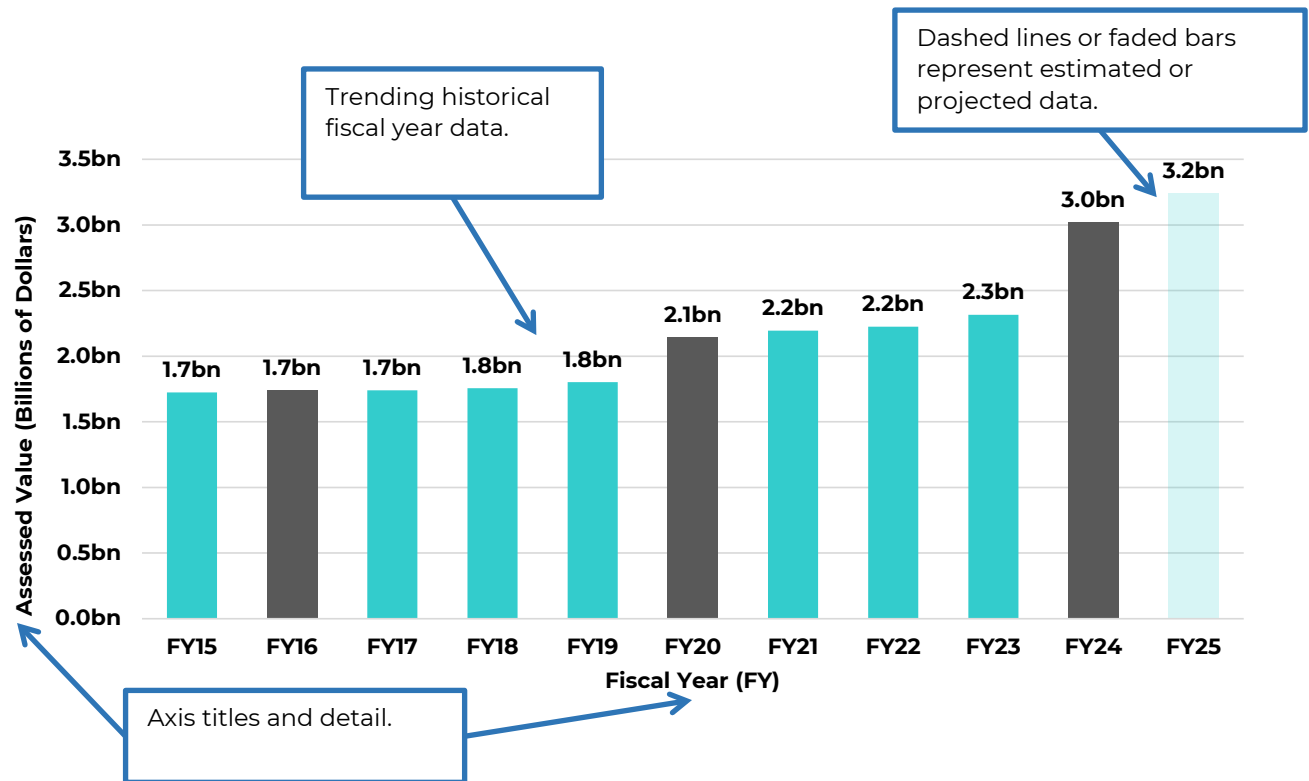
Includes all items not associated with personnel, benefits, or capital such as utilities, dues, phone, supplies, etc.

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. The following is a list of some of the advantages of engaging in performance measurement:

- ✓ Accountability/communication
- ✓ Support of planning/budgeting
- ✓ 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” 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.

### Current Dollars, Constant Dollars, and Inflation Comparisons

Comparing the amount of revenues received or expenditures spent by a local government in one year to the amount received or spent in another year can be misleading. Although the more recent number may be larger, 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.

**CITY COUNCIL:**

BARBARA G. VOLK

Mayor

LYNDSEY SIMPSON

Mayor Pro Tem

DR. JENNIFER HENSLEY

MELINDA P. LOWRANCE

JEFFERY L. MILLER

# CITY OF HENDERSONVILLE

*The City of Four Seasons*



Section 7, Item B.

JOHN F. CONNET

City Manager

ANGELA S. BEEKER

City Attorney

JILL MURRAY

City Clerk

May 24<sup>th</sup>, 2024

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 2024-2025 (FY25) for your review and consideration.

The FY25 budget was developed based upon information presented and discussed during our City Council and Staff Retreat on March 14<sup>th</sup> and 15<sup>th</sup>, 2024. Additionally, City Council reviewed the City Manager's recommended budget for FY25 at the May 3<sup>rd</sup>, 2024, Budget Workshop. These meetings provided an avenue for priority setting, fact finding, and general inquiries regarding the City's FY25 Budget.

Beginning on the next page of this document is a summary of the following:

1. City Council's Goals
2. The City's Mission and Vision Statements
3. City Council's Focus Areas
4. City Council's Values

Inclusion of City Council's mission and vision, focus areas, values, and goals is critical to the annual budget process. These policy statements and directives provide Staff direction needed to formulate annual budgets which align tax and ratepayer resources with the needs and desires of the community. Alignment of budgetary planning with strategic direction ensures continued financial sustainability and effective public service delivery.

The proposed General Fund budget includes a three cent (\$0.03) property tax increase to fund the City Council's top two goals, Public Safety and Compensation / Benefits for City Staff. Included in the FY25 Budget are funds for a new police officer, salary increases, and career development opportunities for all other employees. Capital purchases, while limited, are focused on items that enhance the safety of the public, police officers, and firefighters. Examples of these purchases include Automated External Defibrillators (AED) chest compression devices, police safety gear, security camera systems, and Sullivan Park safety improvements. The City Council believes that these two goal areas are critical to maintaining the high quality of life we all enjoy in Hendersonville.

FY25's budget was formulated with each of these policy directives at the forefront of the planning process.

## City Council Goals

On March 15<sup>th</sup>, 2024, City Council deliberated an updated list of goals for the City of Hendersonville. Council Members devised a plan for the City's future growth and strategized on working through competing interests and decision-making points. The ranked goal areas are:

**Rank #1 – Public Safety**

**Rank #2 – Compensation, Benefits, and Staff Development**

**Rank #3 – Strong Infrastructure**

**Rank #4 – Strategic Housing Plan**

**Rank #5 – Growth Management and Community Character**

**Rank #6 – Invest in Parks**

**Rank #7 – Enhance Sustainability Citywide**

**Rank #8 – Transportation Planning**

**Rank #9 – City Boards and Volunteers**

**Rank #10 – Support Downtown Businesses**


Each goal area has a set of defined goals that are tracked in the City's strategic planning documents, which can be found at:

<https://www.hvlnv.gov/strategicplan>

The strategic plans are drafted each year at the spring workshop and presented to City Council in early July to confirm priorities and report progress on last year's strategic plan goals. An example of the report goal update is below.

## Transportation Planning



Goal	Status	Notes
24.4.a Issue a Transportation Bond	Seed 	This goal is in its infancy as many plans need to be completed prior to moving forward. An intermediate step may be to leverage a G.O. Bond for existing NCDOT projects that require City funding.



## City Mission and Vision

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**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.

## City Council Focus Areas

---

The City maintains six focus areas drafted and approved by the City Council in 2014.

**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.

## City Council Values

In 2021, City Council Members determined a set of values that will be the foundation of decision-making. These values will guide the important work done to achieve the goals the Council has established.

### **The City of Hendersonville believes municipal government should be non-partisan.**

- Political affiliations are not productive to solving problems of local communities.
- City leaders and staff must lead by example and meet regularly with people who have different points of view.
- City leaders and staff must maintain an awareness of local, state, and national political trends but must lead the City in a manner that serves all community members.

### **The City of Hendersonville values open, transparent communication and trust with the community and each other.**

- The City will openly communicate with the public and each other to ensure information about services, policies and programs are available to all.
- The City will build trust through ethical and transparent leadership.
- The City will share information and solicit feedback prior to the implementation of new programs and policies.
- The City will be open to concerns and comments from all stakeholders and will ensure the community can easily speak to leaders without fear of retribution/embarrassment.

### **The City of Hendersonville believes community members expect services to be delivered at a high level.**

- The City will deliver services at a high level to make people feel their taxes and fees are being used effectively and to encourage others to live in our community.
- The City will deliver services in a manner that ensures the safety of the community.
- The City will deliver services in a manner that limits the disruption of our community members' daily lives to the greatest extent possible.

### **The City of Hendersonville values all community members through promoting diversity, equity, and inclusion.**

- The City must evaluate all laws, policies, and rules to ensure that they can be implemented and enforced in a fair and equitable manner.
- The City must evaluate all current and future programs, projects, or initiatives to ensure they build a culture where differences are valued.
- The City must ensure that leaders and staff consistently work to build trust and positive relationships throughout our entire community.

**The City of Hendersonville believes environmental sustainability is critical to preserving the community for future generations.**

- The City will evaluate the environmental sustainability of all projects and programs while maintaining a solid relationship with residential and business development.
- The City believes that it is our responsibility to protect all our natural resources and the environment through the implementation of sustainable and responsible projects.
- The City must lead by example by evaluating all city operations to ensure they protect or repair the natural environment and are environmentally sustainable.

**The City of Hendersonville values its employees and must support them to ensure the provision of high-quality services to its residents.**

- The City must provide growth opportunities to employees and educational tools to allow them to grow in their roles and responsibilities.
- The City must respect and pay employees fairly and competitively.
- The City must support employees by providing a safe and hazard free workplace.

**The City of Hendersonville believes that it must pursue and provide opportunities for responsible growth.**

- The City will establish and maintain policies and programs that encourage economic opportunity and help grow small business and entrepreneurship.
- The City will work with our community to provide educational opportunities about growth and its impact on economic vitality and quality of life.
- The City will encourage responsible growth that provides opportunities for success to all segments of our community.
- The City will make efforts to generate affordable housing options and reduce the impacts of the high cost of living within our community.

**The City of Hendersonville values the lives of all community members and must protect them through collective action.**

- Our goal is to make the lives of all residents better through collective action.
- The City recognizes the sanctity of each person's life.
- The City must be open to change priorities and policies as circumstances change in the world around us.

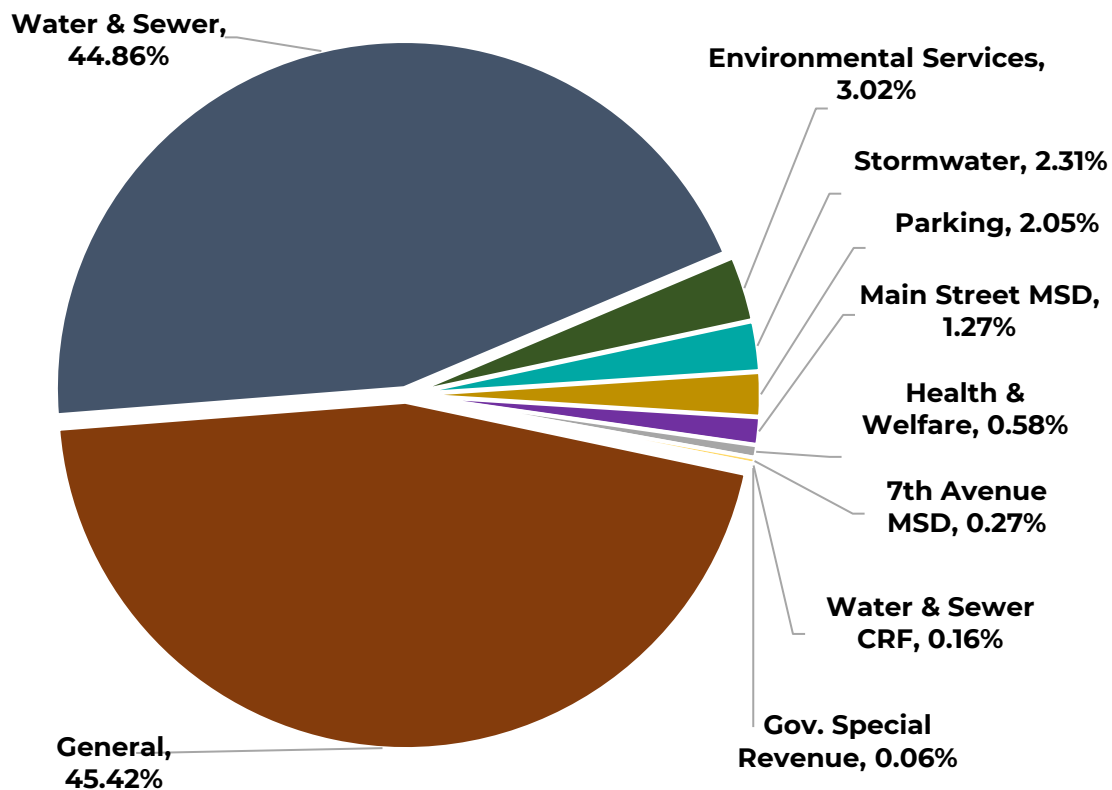
## Introduction

The following document contains the City Manager's FY25 Recommended Budget. The budget includes ten (10) governmental and proprietary funds.

The table below presents the budget for each City fund and the total budget in balance.

FUND	EXPENDITURES	REVENUES	FUND BALANCE APPROPRIATION	% OF TOTAL
General	\$ 28,535,622	\$ 26,231,070	\$ 2,304,552	45.42%
Water & Sewer	28,181,750	26,372,560	1,809,190	44.86%
Environmental Services	1,894,100	1,894,100	-	3.02%
Stormwater	1,454,050	1,454,050	-	2.31%
Parking	1,289,826	1,088,575	201,251	2.05%
Main Street MSD	799,231	641,830	157,401	1.27%
Health & Welfare	362,025	362,025	-	0.58%
7th Avenue MSD	169,343	121,500	47,843	0.27%
Water & Sewer CRF	100,000	100,000	-	0.16%
Gov. Special Revenue	35,000	-	35,000	0.06%
<b>SUB-TOTAL</b>	<b>\$ 62,820,947</b>	<b>\$ 58,265,710</b>	<b>\$ 4,555,237</b>	
<b>TOTAL IN BALANCE</b>		<b>\$ 62,820,947</b>		

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





## General Fund

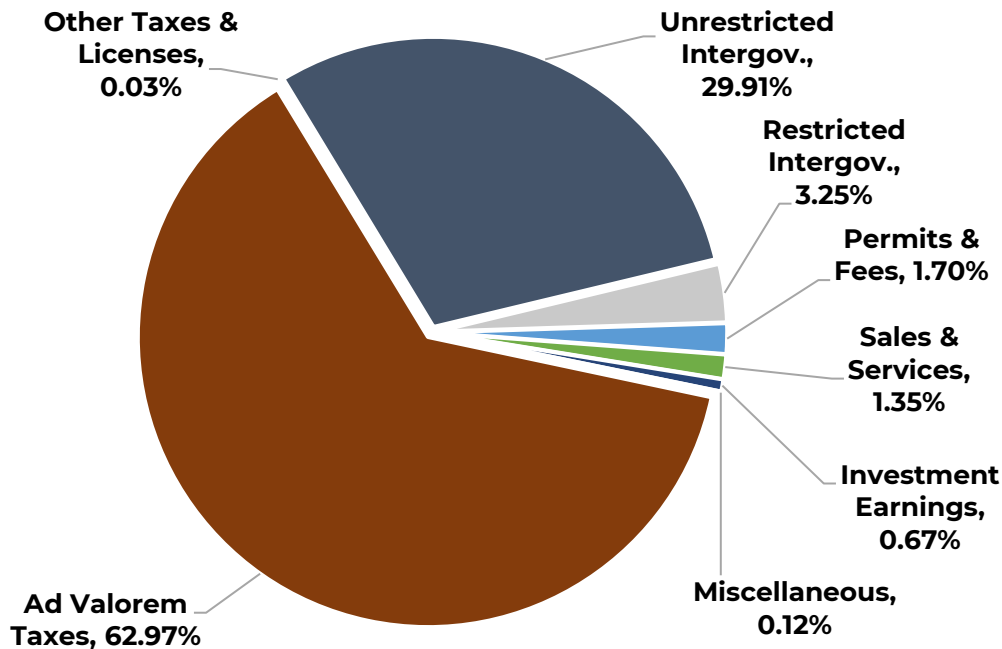
The General Fund is the primary fund in terms of the operating budget. It is “general” because any transaction that cannot be accounted for in another fund must be recorded in the General Fund. The FY25 recommended General Fund budget totals **\$28,535,622**, or **45.42%** of the City’s FY25 total **\$62.8M** appropriation.

## General Fund – Revenues

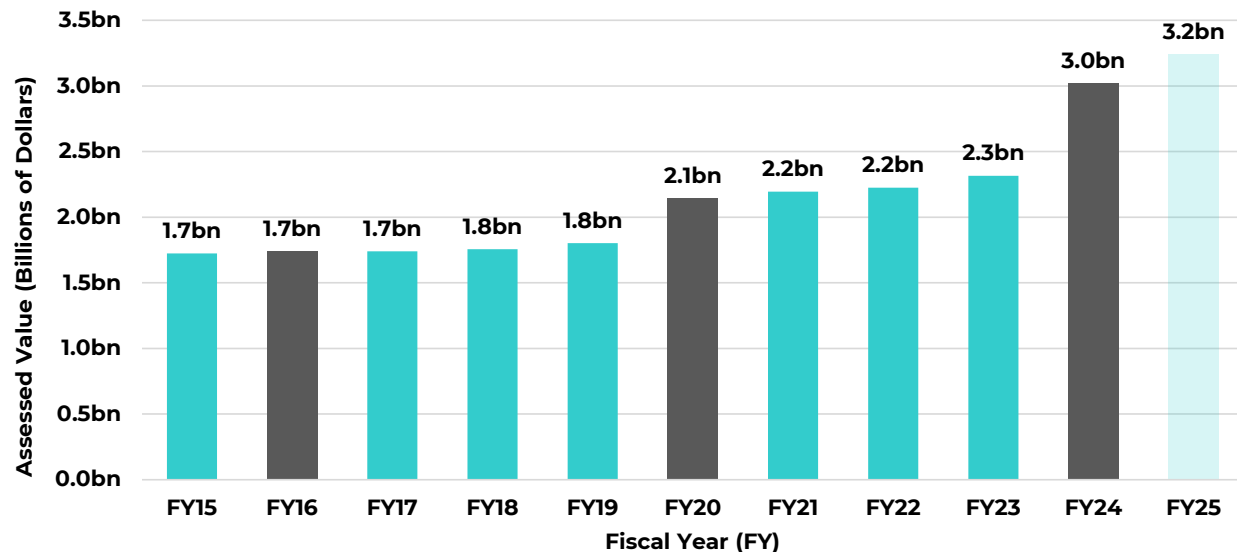
The following section will detail the City’s operating revenues for the General Fund. The total FY25 recommended budget for General Fund revenues, excluding “Other Financing Sources”, is **\$26,181,070**. The table below details General Fund operating revenues by source.

	FY24 REVISED	FY24 ESTIMATE	FY25 BUDGET	FY25 ESTIMATE
<b>REVENUES</b>				
Ad Valorem Taxes	(14,217,500)	(14,581,674)	(16,487,500)	(16,561,313)
Other Taxes & Licenses	(7,500)	(7,844)	(7,500)	(10,000)
Unrestricted Intergov.	(7,631,000)	(7,918,082)	(7,831,000)	(8,028,015)
Restricted Intergov.	(805,833)	(784,299)	(849,920)	(1,021,325)
Permits & Fees	(449,750)	(464,930)	(444,550)	(434,550)
Sales & Services	(363,600)	(380,269)	(354,600)	(381,000)
Investment Earnings	(211,000)	(175,000)	(175,000)	(200,000)
Miscellaneous	(135,000)	(6,275)	(31,000)	(31,000)
<b>TOTAL REVENUES</b>	<b>(23,821,183)</b>	<b>(24,318,372)</b>	<b>(26,181,070)</b>	<b>(26,667,203)</b>

The chart below presents each source as a percentage of the total FY25 budgeted revenues.



**Ad Valorem Tax.** Ad valorem taxes encompass the largest portion of the General Fund revenues. These are the most controllable revenues in the City's budget. The recommended tax rate is **\$0.52 per \$100 valuation**, a **\$0.03 per \$100 increase** over the current year. The **\$0.52** rate is budgeted to generate **\$15,500,000** in ad valorem tax revenue and **\$935,000** in ad valorem motor vehicle tax revenue for the FY25 Budget. The remaining FY25 budgeted **\$52,500** ad valorem tax revenue to be collected comes from prior year ad valorem taxes (**\$50,000**) and tax interest (**\$2,500**). The chart below presents the total assessed value for all property in the City, less tax-exempt property:



The dark grey columns represent years when a county-wide revaluation of real property took place. The transparent teal FY25 column represents the current estimated appraisal, **\$3,240,060,607**, summarized as **\$3.2bn (Billion Dollars)**.

Property taxes total **\$16.5M** for the FY25 recommended budget. They are estimated to total **\$14.6M** in the current year (FY24). The FY25 budget includes a **\$2.3M (15.97%)** increase over the current year's revised budget. In FY25, the City **increased** the tax rate by **\$0.03 per \$100 valuation**. We have estimated a **98.60%** tax collection rate through a partnership with Henderson County. 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 **FY28**.

**Unrestricted Intergovernmental – Sales Taxes.** The effective sales tax rate in Henderson County is **6.75%**, representing the State levied 4.75% + Article 39 (1.00%) + Article 40 (0.50%) + Article 42 (0.50%). Henderson County could levy an additional 0.25% through Article 46 in the future, bringing the effective sales tax rate to 7.00%.

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, totaling approximately **\$6.0M** in the FY25 budget. This budget amount represents an approximate **\$110k (1.75%)** increase over our current year's revised collection budget. We have seen a slow growth in sales tax during FY24, leading to a conservative budgeting approach for FY25. The City hopes sales tax resumes growth to bolster our ability to fund additional strategic priorities and projects.

### Sales Tax Comparison

Sales Month	Collection Month	FY23 Actual	FY24 Budget	FY24 Actual	\$ Change (FY23>FY24)	% Change (FY23>FY24)	FY25 Budget
July	Oct.	511,387	546,605	513,806	2,419	0.47%	556,171
Aug.	Nov.	487,078	520,622	528,932	41,854	8.59%	529,733
Sep.	Dec.	507,127	542,051	494,037	(13,090)	-2.58%	551,538
<b>Q1</b>		<b>1,505,592</b>	<b>1,609,278</b>	<b>1,536,775</b>	<b>31,183</b>	<b>2.07%</b>	<b>1,637,441</b>
Oct.	Jan.	481,982	515,175	502,201	20,219	4.19%	524,191
Nov.	Feb.	482,830	516,081	518,065	35,235	7.30%	525,113
Dec.	March	529,628	566,102	569,347	39,719	7.50%	576,009
<b>Q2</b>		<b>1,494,441</b>	<b>1,597,358</b>	<b>1,589,613</b>	<b>95,173</b>	<b>6.37%</b>	<b>1,625,313</b>
Jan.	April	456,509	487,948	437,493	(19,016)	-4.17%	496,487
Feb.	May	370,229	395,725	385,038	14,809	4.00%	402,651
March	June	520,843	556,712	541,677	20,834	4.00%	566,455
<b>Q3</b>		<b>1,347,581</b>	<b>1,440,385</b>	<b>1,364,208</b>	<b>16,627</b>	<b>1.23%</b>	<b>1,465,593</b>
April	July	477,715	510,614	496,824	19,109	4.00%	519,550
May	August	508,098	543,089	528,422	20,324	4.00%	552,594
June	Sep.	552,703	590,766	574,811	22,108	4.00%	601,104
<b>Q4</b>		<b>1,538,516</b>	<b>1,644,469</b>	<b>1,600,057</b>	<b>61,541</b>	<b>4.00%</b>	<b>1,673,248</b>
<b>Total</b>		<b>\$ 5,886,130</b>	<b>\$ 6,291,489</b>	<b>\$ 6,090,653</b>	<b>\$ 204,522</b>	<b>3.47%</b>	<b>\$ 6,401,596</b>
<b>Minus Transfers to MSD Funds</b>		<b>353,168</b>	<b>377,489</b>	<b>365,439</b>	<b>12,271</b>	<b>3.47%</b>	<b>384,096</b>
<b>Sub-Total General Fund</b>		<b>5,532,963</b>	<b>5,914,000</b>	<b>5,725,214</b>	<b>192,251</b>	<b>3.47%</b>	<b>6,017,500</b>
<b>Sub-Total Main St. MSD</b>		<b>294,307</b>	<b>314,574</b>	<b>304,533</b>	<b>10,226</b>	<b>3.47%</b>	<b>320,080</b>
<b>Sub-Total 7th Ave. MSD</b>		<b>58,861</b>	<b>62,915</b>	<b>60,907</b>	<b>2,045</b>	<b>3.47%</b>	<b>64,016</b>

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 **5.00%** of the actual revenues and the 7<sup>th</sup> Avenue MSD receives **1.00%** of the actual revenues. This continues to be a strong revenue source for the two MSDs.

**Restricted Intergovernmental – Powell Bill Street Allocation.** In 2015, 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 (Session Law 2015-241, Section 29.17D[a]). The General Assembly could choose to adjust the amount of Powell Bill funds during its budget process. We anticipate a **\$560,000** allocation from the State. In addition to Powell Bill funds provided by the State, the City has, historically, contributed approximately **\$200,000** of motor vehicle tag fee revenue to the program. In FY25, the City will leverage Powell Bill funds and Motor Vehicle Fee revenues for the 7<sup>th</sup> Avenue Streetscape project. The total recommended appropriation for the Powell Bill in FY25 is **\$634,000**. Restricted intergovernmental revenue also includes various other 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 in the General Fund are budgeted to decrease by **\$9,000, or -2.48%**. The change reflects conservative budgeting, specifically related to adopting a non-taxable rental income revenue lower than the FY24 revised budget.

**Other Financing Sources – Fund Balance.** The North Carolina Local Government Commission (LGC) recommends local governments maintain a minimum available fund balance of no less than eight percent (**8.0%**) of expenditures. The LGC has also provided guidance to local governments on maintaining an adequate fund balance availability. Recommendations from the LGC were previously based on a local government's population group; however, a revision now groups units based on General Fund expenditure levels. The City's FY24 adopted policy establishes an available fund balance target of **25.00%**. This policy directive is in adherence with the LGC's recommendations for Cities and Counties with General Fund Expenditures greater than or equal to **\$10.0M**.

According to LGC's calculation methods, the City's available fund balance as of June 30<sup>th</sup>, 2023, is **\$7,353,518, or 30.73%** of total General Fund expenditures. The total fund balance is **\$11,594,167** as of June 30<sup>th</sup>, 2023. We estimate the current FY24 Fund Balance will decrease by **\$884,074**, ending the year with a total fund balance of **\$10,709,093**. In FY25, we estimate the total fund balance will decrease by **\$256,005** to a total of **\$10,483,087** with **23.12% available**.



The table below summarizes other financing sources and uses, as well as beginning of year fund balance, changes in fund balance, and end of year fund balance estimates.

	<b>FY24 REVISED</b>	<b>FY24 ESTIMATE</b>	<b>FY25 BUDGET</b>	<b>FY25 ESTIMATE</b>
<b>OTHER FINANCING (SOURCES)/USES</b>				
Insurance Proceeds	(13,368)	-	-	(30,000)
Debt Proceeds	-	-	-	-
Capital Lease	-	-	-	-
Sale of Capital Assets	(550,000)	(35,000)	(50,000)	(250,000)
Transfers (In)	-	-	-	(389,675)
Transfers Out	425,000	75,000	915,365	714,833
<b>TOTAL OTHER FINANCING</b>	<b>(138,368)</b>	<b>40,000</b>	<b>865,365</b>	<b>45,158</b>
Fund Balance Appropriated	3,546,545	885,074	2,304,552	226,005
<b>NET CHANGE IN FUND BALANCE</b>	<b>3,546,545</b>	<b>885,074</b>	<b>2,304,552</b>	<b>226,005</b>
<b>FUND BALANCE, BEGINNING OF YEAR</b>	<b>11,594,167</b>	<b>11,594,167</b>	<b>10,709,093</b>	<b>10,709,093</b>
<b>FUND BALANCE, END OF YEAR</b>	<b>8,047,622</b>	<b>10,709,093</b>	<b>8,404,541</b>	<b>10,483,088</b>

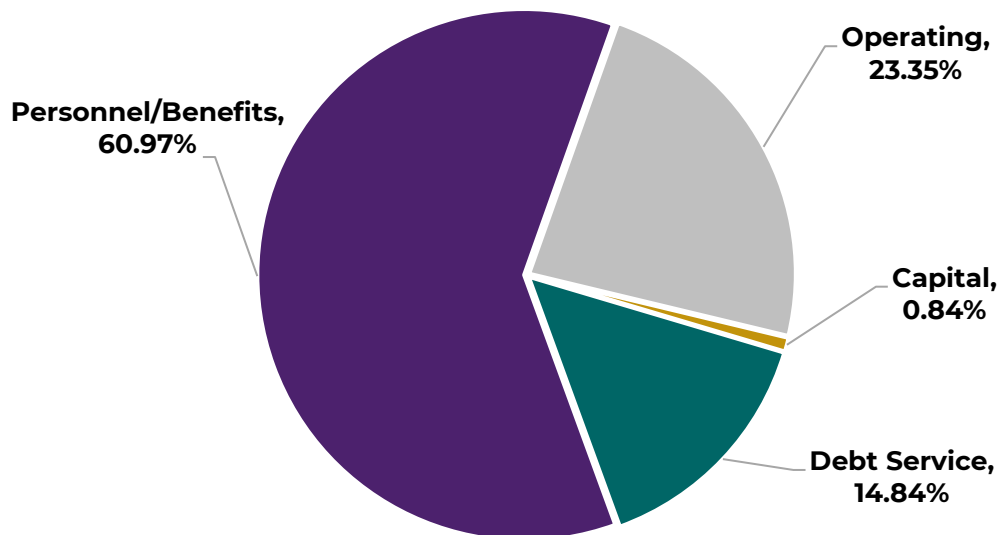
### General Fund – Expenditures

The following section will detail the City's General Fund operating expenditures. The total budget for General Fund expenditures is **\$27,620,257**, excluding a \$915,365 transfer out.

The table below details the City's General Fund expenditures by type for FY25.

	FY24 REVISED	FY24 ESTIMATE	FY25 BUDGET	FY25 ESTIMATE
<b>EXPENDITURES</b>				
Personnel/Benefits	15,883,606	14,215,314	16,840,722	16,245,012
Operating	7,289,285	6,595,152	6,448,174	6,279,836
Capital	754,492	774,267	233,119	224,960
Debt Service	3,578,713	3,578,713	4,098,242	4,098,242
<b>TOTAL EXPENDITURES</b>	<b>27,506,096</b>	<b>25,163,446</b>	<b>27,620,257</b>	<b>26,848,050</b>

The chart below presents each expenditure category as a percentage of the total FY25 budgeted expenditures.



Personnel and benefits type expenditures make up the largest portion of General Fund expenditures, at approximately **60.97%** of the total budget. Operating expenditures makes up another large portion at **23.35%** of the total budget. The remainder of the General Fund budget is spent on capital outlay (**0.84%**) and debt service (**14.84%**).

**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 FY24 revised and FY25 recommended budgets is **\$957k (6.03%)**. Notable personnel/benefits items are listed below.

- **5.00% cost-of-living adjustment (COLA)** increase for all employees.
- **Additional 5.00% for sworn police and firefighter personnel** (10.00% total COLA).
- Pursuing a long-term **living-wage** target.
- Paused merit-based increases to adapt to a new performance evaluation program.
- Retirement benefit contributions (LGRS) of **15.10%** for sworn police officers and **13.60%** for all other employee classifications.
- Medical insurance **premium increase of 6.20%**.
- **Updated salary splits** across funds for general and administrative employees.
- Addition of **one (1) Police Officer**, dedicated to serving Main Street and 7<sup>th</sup> Avenue.

**Operating & Capital.** The FY25 operating budget is recommended at **\$6.4M, \$841k, or - 11.54%** lower than the current year's revised budget. Noteworthy operating changes include completion of non-recurring operating initiatives in FY24: **\$200k** comprehensive plan, **\$100k** park master plan, and a **\$50k** street study. Also impactful is the transfer of **\$560k** Powell Bill street resurfacing as part of the 7<sup>th</sup> Avenue Streetscape, and expenditure typically housed in the General Fund.

The General Fund capital outlay budget is recommended to decrease by **\$521k (-69.10%)** in FY25, compared to the FY24 revised budget. The **\$233,119** FY25 recommended capital budget level is reflective of a prioritization of personnel expenditures in a "tight" budget year. Still included in the capital program are high-priority safety items and life-saving devices: AEDs, chest compression devices, gas monitors, police safety gear, security camera systems, public works equipment, Sullivan Park safety improvements, and Oakdale Cemetery improvements remain in the budget. Also of note is an acquisition of General Fund vehicles and equipment through a loan and capital project ordinance (CPO). The governmental portion of the FY25 vehicle and equipment loan will be **\$530k**. The loan will be used to acquire eight (8) marked police patrol units.

**Debt Service.** The debt service budget for FY25 totals **\$4,098,242**. This is a **\$519,529 (14.52%)** increase over the FY24 revised budget. The increase in debt service can be attributed to full-year debt service payments on the City Hall and Operations Renovation Project, payments on the FY24 and FY25 vehicle and equipment loans and increases for governmental accounting standards board (GASB) leases and subscriptions for leased equipment and software.

The City's existing debt service budget includes borrowings for the Public Works Maintenance Facility, Fire Station 1, Edwards Park, Fire Ladder 1, Fire Engines (1, 2, and 3), Fire Station 2, Police Headquarters, and pre-existing Vehicle and Equipment loans.

At the May 03, 2024 budget workshop meeting, City Council reviewed future projects which may be funded through debt issuances. The table below summarizes the reviewed projects.

Description	Amount	Timing (FY)	Funding Type	Structure	Term	Principal Deferral	Rate
Annual Vehicle Replacement FY25	660,000	2025	L.O.B.	Level D/S	4	0.5	6.000%
Annual Vehicle Replacement FY26	770,000	2026	L.O.B.	Level D/S	4	0.5	6.500%
Annual Vehicle Replacement FY27	750,000	2027	L.O.B.	Level D/S	4	0.5	6.500%
Annual Vehicle Replacement FY28	750,000	2028	L.O.B.	Level D/S	4	0.5	6.500%
Annual Vehicle Replacement FY29	750,000	2029	L.O.B.	Level D/S	4	0.5	6.500%
Annual Vehicle Replacement FY30	750,000	2030	L.O.B.	Level D/S	4	0.5	6.500%
Whitmire & Patton Loan	2,400,000	2026	L.O.B.	Level D/S	20	0	6.000%
G.O. Bond (Parks, Transportation, Housing)	20,000,000	2028	L.O.B.	Level D/S	20	0	3.000%

The City will continue to evaluate project timelines, budgets, and the market to determine the best financing option for each project to obtain the best long-term financial outcome. Additionally, the City is evaluating the key indicators to establish to trigger the development and construction of Fire Station #3, to be loan funded.



### Water and Sewer Fund

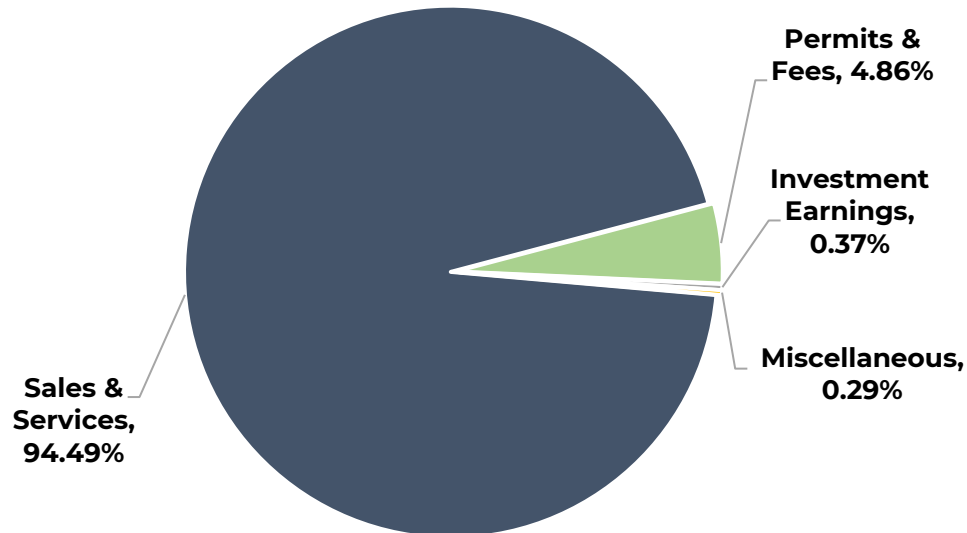
The Water and Sewer Fund is an enterprise fund and is primarily funded through user charges. The FY25 recommended Water and Sewer Fund budget totals **\$28,181,750**, or **44.86%** of the City's FY25 total **\$62.8M** appropriation.

### Water and 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 **\$26,370,500**. The table below shows the revenues for FY25.

	FY24 REVISED	FY24 ESTIMATE	FY25 BUDGET	FY25 ESTIMATE
<b>REVENUES</b>				
Sales & Services	(22,966,700)	(23,181,597)	(24,916,700)	(26,085,170)
Permits & Fees	(961,850)	(914,710)	(1,280,800)	(1,312,936)
Investment Earnings	(97,800)	(8,000)	(97,000)	(97,000)
Miscellaneous	(76,000)	(11,110)	(76,000)	(77,907)
<b>TOTAL REVENUES</b>	<b>(24,102,350)</b>	<b>(24,115,417)</b>	<b>(26,370,500)</b>	<b>(27,573,013)</b>

The chart below presents revenue sources as a percent of total budgeted revenues for FY25.



The Water and Sewer Fund's primary revenue source is water and sewer sales & services – fees assessed for the consumption/usage of service. Sales & services revenues are **94.49%** of the total FY25 budget. Other revenues sources include but are not limited to, permits and fees (**4.86%**), investment earnings (**0.37%**), and miscellaneous sources (**0.29%**).

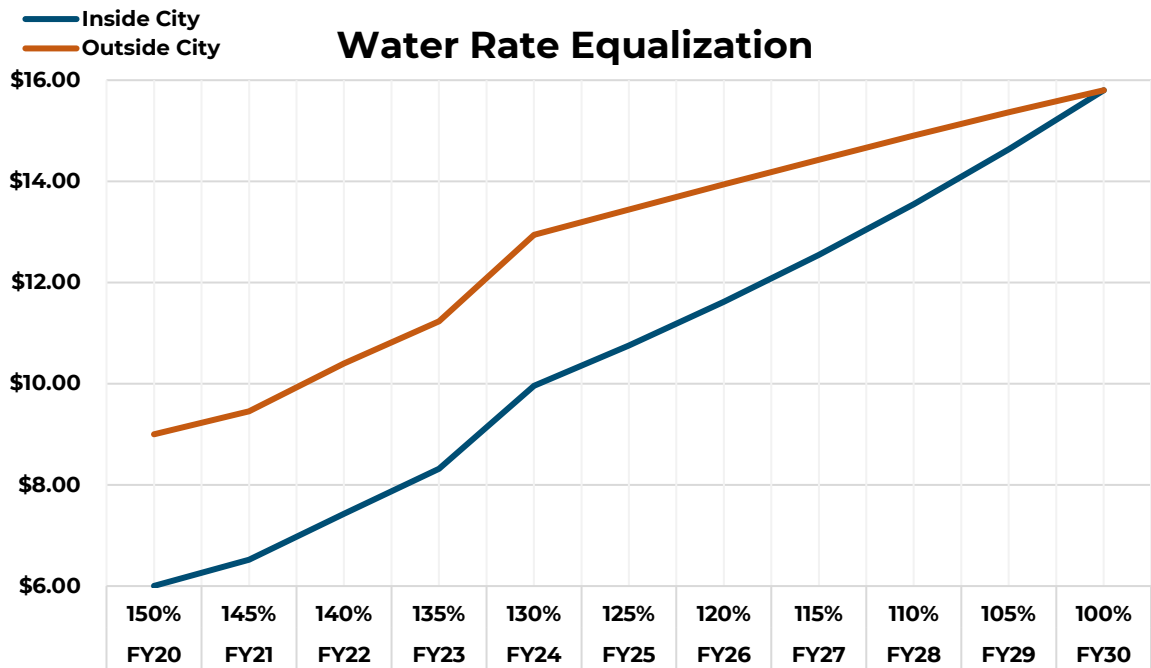
**Charges for Service.** Sales and services revenues total **\$24.9M (94.49%)** in the FY25 Water and Sewer Fund budget. Sales for services revenues are an increase of **\$1.9M** over the revised **\$23.2M** FY24 budget. The FY25 budget includes estimated revenues earned from meter-based and volumetric usage charges. The City is recognizing a pattern of residential, commercial, and industrial growth that will bring a higher demand for service adding additional connections and revenue to the utility system.

**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, driven by the amount of development and connection to the water and sewer system. FY25 permits and fees are budgeted at **\$1.3M (4.86%)**. This budgeted amount is a **33.16%** increase over the FY24 revised budget, **\$961,850**. This increase is attributed to Council's adoption of system development fees, to be **effective January 1, 2025**. The adopted system development fees are **25.00% of the maximum billable fee** identified by the City's third-party financial advisory firm.

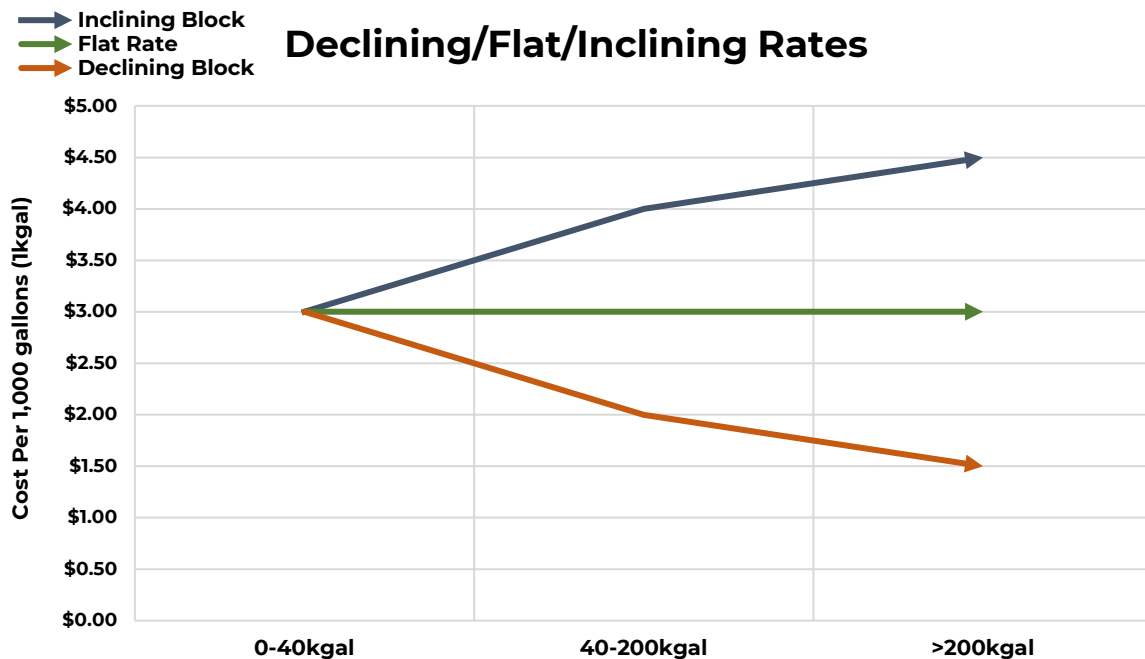
**Inside/Outside Rate Differential.** In FY21, City Council adopted a water rate structure which gradually phases out the 150% inside/outside water customer differential - allowable by North Carolina General Statute (NCGS) 160A-314. The existing plan is to reduce the differential by 5.00% over a 10-year period until both inside-city and outside-city customers pay equal rates for water service. A 130% differential was adopted with the FY24 budget.

**A 125% water rate differential is included in the FY25 budget.**

This rate differential is currently applied only to water service. Wastewater service rates will maintain a 150% differential. A visualization depicting the gradual convergence of inside-city and outside-city rates is provided below.



**Industrial/Commercial Rate Comparisons.** In 2017, Council adopted a plan to shift the industrial/commercial declining fee structure to a flat rate structure. The City has gradually phased the change from the declining block to flat rate since. Included in the FY25 budget is the second year of a flat rate structure for industrial/commercial customers – customers will pay the same volumetric fee (**\$5.41/kgal**) for all water usage, an industry standard and best-practice.



**Residential Lifeline Tier.** In FY24, City Council adopted a lifeline water and sewer rate tier. The new tier provides residential customers with a lesser rate for essential water services while maintaining revenues necessary to fund strategic priorities. The new tier is included in the FY25 budget and will continue encouraging conservation while shifting cost incidence to customers utilizing higher levels of utility service. The lifeline tier fee for 0-3kgal of water in FY25 is \$4.06 per 1kgal for inside-city customers, and \$5.07 per 1kgal for outside-city customers, reflective of the 125.00% rate differential allowable by State Statute.

**Other Financing Sources – Fund Balance.** The Water and Sewer Fund maintains a fund balance, or retained earnings; although, the LGC does not provide a recommended minimum level for the Water and Sewer Fund. The City Council established a revenue bond rate covenant as the Fund's most critical financial indicator through policy revision in 2022. The City will maintain the bond covenant as the primary indicator of financial sustainability.

The fund balance as of June 30<sup>th</sup>, 2023, was **\$9,153,557** or **40.62%** of actual FY23 operating expenditures. 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 **\$439,731** to end FY24 at **\$9,593,288**. In FY25, we estimate a **\$97,411** increase in fund balance, based on historical average. This increase would bring the total fund balance at the end of FY25 to **\$9,690,699**.

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

	<b>FY24 REVISED</b>	<b>FY24 ESTIMATE</b>	<b>FY25 BUDGET</b>	<b>FY25 ESTIMATE</b>
<b>OTHER FINANCING (SOURCES)/USES</b>				
Debt Proceeds	-	-	-	-
Insurance Proceeds	(2,060)	-	(2,060)	(2,060)
Capital Lease	-	-	-	-
Sale of Capital Assets	(62,000)	-	-	-
Transfers (In)	(94,407)	-	-	-
Transfers Out	839,000	689,000	705,000	705,000
<b>TOTAL OTHER FINANCING</b>	<b>680,533</b>	<b>689,000</b>	<b>702,940</b>	<b>702,940</b>
Fund Balance Appropriated	636,438	(439,731)	1,809,190	(97,411)
<b>NET CHANGE IN FUND BALANCE</b>	<b>636,438</b>	<b>(439,731)</b>	<b>1,809,190</b>	<b>(97,411)</b>
<b>FUND BALANCE, BEGINNING OF YEAR</b>	<b>9,153,557</b>	<b>9,153,557</b>	<b>9,593,288</b>	<b>9,593,288</b>
<b>FUND BALANCE, END OF YEAR</b>	<b>8,517,119</b>	<b>9,593,288</b>	<b>7,784,098</b>	<b>9,690,699</b>

The **\$705,000** total budgeted transfer out includes the following:

- **\$530,000** transfer from the Water and Sewer Fund to an FY25 vehicle and equipment acquisition capital project ordinance.
- **\$100,000** transfer from the Water and Sewer Fund to the Water and Sewer Capital Reserve Fund to fund future capital investments and system expansion projects.
- **\$75,000** transfer from the Water and Sewer Fund to an ongoing Generator and Automated Transfer Switch capital project ordinance.

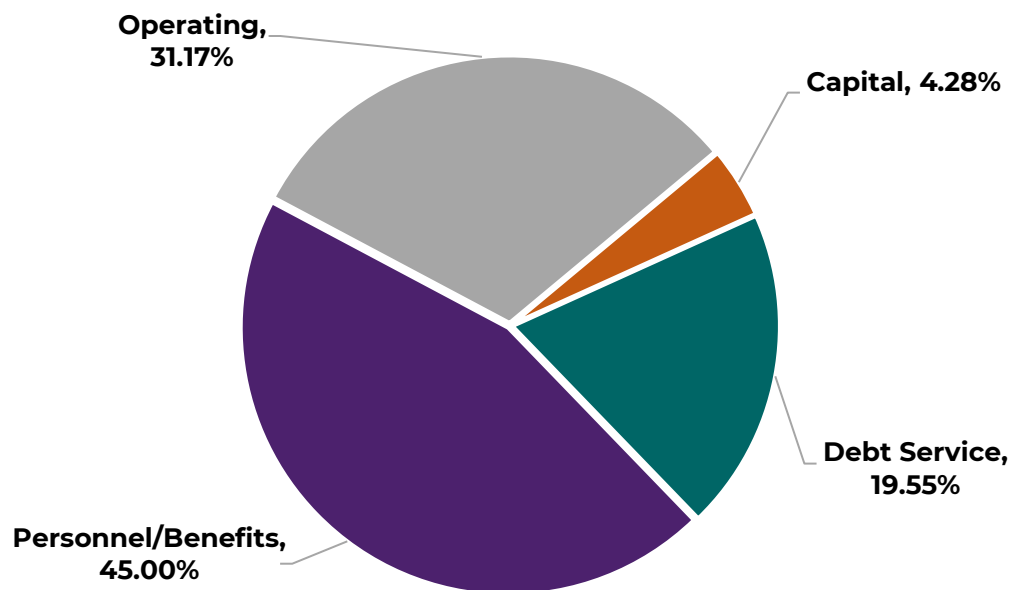


### Water & Sewer Fund – Expenditures

Hendersonville Water and Sewer is responsible for providing water service to more than **80,000** 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 FY25.

	FY24 REVISED	FY24 ESTIMATE	FY25 BUDGET	FY25 ESTIMATE
<b>EXPENDITURES</b>				
Personnel/Benefits	11,697,720	10,960,776	12,363,847	11,970,056
Operating	7,757,073	7,374,361	8,565,369	8,292,560
Capital	723,122	771,209	1,177,000	1,139,512
Debt Service	3,880,340	3,880,340	5,370,534	5,370,534
<b>TOTAL EXPENDITURES</b>	<b>24,058,255</b>	<b>22,986,686</b>	<b>27,476,750</b>	<b>26,772,663</b>

The chart below presents each expenditure category as a percentage of the total FY25 budgeted expenditures.



Personnel and benefits expenditures are the largest portion of Water and Sewer Fund expenditures, at **\$12.4M (45.00%)** of the total **\$27.5M** FY25 budget. FY25 Operating expenditures make up another large portion at **\$8.6M (31.17%)**. The remainder of the budget includes capital outlay expenditures at **\$1.2M (4.28%)** and debt service **\$5.4M (19.55%)**.

**Personnel/Benefits.** Personnel and benefits expenditures include salaries, insurance, retirement contributions, and respective taxes (i.e., income tax, etc.). The total personnel/benefits budget for FY25 totals **\$12.4M**, a **5.69%** increase over the **\$11.7M** FY24 revised budget. Notable personnel and benefits items are listed below:

- **5.00% cost-of-living adjustment** (COLA) increase for all employees.
- Pursuing a long-term **living-wage** target.
- Paused merit-based increases to adapt to a new performance evaluation program.
- Retirement benefit contributions (LGERs) of **13.60%** for general class employees.
- Medical insurance **premium increase of 6.20%**.
- **Updated salary splits** across funds for general and administrative employees.
- Addition of **four (4)** positions: 1 Generator Maintenance Technician, 1 Instrumentation and Electrical Technician, 1 Water Treatment Lab Technician, and 1 Payment Posting Specialist.

**Operating.** Operating type expenditures include everything that is not considered capital, salaries/benefits, or debt; it includes a wide array of expenditures. The FY25 budget is a **\$808k (10.42%)** increase over the FY24 revised budget, which totals **\$7.8M**. This increase can be attributed to inflation in electricity costs, the addition of a sewer system master plan (**\$220k**), rising sludge management costs (**\$850k**), and various investments in SCADA and other IT/network security initiatives.

**Capital.** The recommended FY25 capital budget is **\$1,177,000**; a **\$454k (62.77%)** increase compared to the FY24 revised budget, **\$723,122**. The capital budget includes a variety of projects, summarized by category in the table below.

<b>FY25 Water and Sewer Pay-Go Capital Budget</b>	
<b>Project Category</b>	<b>Budget Amount</b>
Operational Equipment	40,000
SCADA and Security Improvements	229,000
Water and Sewer Line Improvements	653,000
Pump Station Improvements	155,000
Treatment Plant Improvements	100,000
<b>Total</b>	<b>1,177,000</b>

**Debt Service.** The total Water and Sewer Fund debt service budget for FY25 totals **\$5,370,534**. Our list of future year capital projects (through FY35+) identified in the capital improvement plan (CIP) process totals **\$298.6M**. The utility continues master planning efforts, identifies areas in need of upgrades, and grows alongside major developments in Henderson County. Future growth for our various revenue sources and an assortment of financing options are available to support the immense economic development opportunity of our community. Projects identified through the CIP process are a major driver of debt service and utility rates.

The City has completed a significant number of transformational infrastructure projects in recent years and leveraged favorable borrowing terms through a revenue bond structure to best serve utility customers. On the next page is a table summarizing recent borrowings, completed projects, total debt issuance amounts, debt service payments, interest rates, issuance terms, and remaining payment terms.

FY25 Water and Sewer Debt Service (Principal + Interest)						
Project Title	Amount Issued	FY25 Debt Service	Interest Rate	Issuance Type	Issuance Term	Remain. Term
Brightwater Area Water Distribution	571,781	33,552	2.48%	2011 SRF	20-year	7 years
Jackson Park Sewer Interceptor	4,340,600	264,777	2.00%	2015-A SRF	20-year	11 years
Shepherd Creek/Atkinson Sewer	1,815,000	110,715	2.00%	2015-B SRF	20-year	11 years
Wolfpen Sewer Interceptor	2,784,961	169,883	2.00%	2016 SRF	20-year	11 years
Etowah Water Improvements	6,687,159	703,771	1.87%	2019 Rev. Bond	15-year	10 years
2012 AMI Water Meter Refunding	6,275,335	660,430	1.87%	2019 Rev. Bond	15-year	10 years
Multi-Area Streambank Restoration	2,982,484	149,124	0.00%	2020-A SRF	20-year	17 years
Northside Water Improvements	5,370,932	324,700	1.23%	2020-B SRF	20-year	17 years
Clear Creek Sewer Interceptor	4,584,052	296,154	2.15%	2022 Rev. Bond	20-year	17 years
Church Street Sewer Improvements	373,405	24,124	2.15%	2022 Rev. Bond	20-year	17 years
Laurel Park AMI Meters	356,543	23,029	2.15%	2022 Rev. Bond	20-year	17 years
Ewart Hill Water Storage Improvements	729,785	47,142	2.15%	2022 Rev. Bond	20-year	17 years
NCDOT Erkwood Utility Improvements	710,000	45,864	2.15%	2022 Rev. Bond	20-year	17 years
NCDOT Old Airport Rd. Water	160,300	10,355	2.15%	2022 Rev. Bond	20-year	17 years
French Broad River Raw Water Intake	23,514,035	1,456,668	1.04%	2022 SRF	20-year	20 years
Fleetwood Area Water Improvements	1,557,917	115,051	4.02%	2023 Rev. Bond	20-year	19 years
Long John Mountain Property Acquisition	1,000,000	73,849	4.02%	2023 Rev. Bond	20-year	19 years
Church Street Sewer Improvements	535,000	39,509	4.02%	2023 Rev. Bond	20-year	19 years
NCDOT I-26 Water Improvements	3,235,054	238,907	4.02%	2023 Rev. Bond	20-year	19 years
AMI Meter Replacements	525,000	38,771	4.02%	2023 Rev. Bond	20-year	19 years
North Fork Reservoir Water Improvements	1,103,929	81,525	4.02%	2023 Rev. Bond	20-year	19 years
Vactor Truck Acquisition	523,100	38,631	4.02%	2023 Rev. Bond	20-year	19 years
City Hall & Ops. Renovation: WS Portion	4,016,000	355,079	3.29%	2023 IFC	15-year	14 years
RICOH Equipment Lease	-	14,445	0.00%	GASB Lease	6-year	4 years
Sensus AMI Software Subscription	-	54,478	0.00%	GASB Sub.	9-year	7 years
<b>TOTAL</b>	<b>73,752,372</b>	<b>5,370,534</b>				

**Revenue Bond Covenants.** The City's first revenue bond and general trust indenture (2019) established a bond covenant. To meet this covenant and issue revenue bond related debt, the City must maintain a favorable ratio of at least 1.0 for both bond test (a) and bond test (b). A summary of test (a) and (b) requirements is provided below.

#### Bond Test (a)

Revenues plus 20% of the Surplus Fund equal at least:

- i. 100% of current expenses.
- ii. 120% of annual principal and interest requirements of (parity) revenue bonds.
- iii. 100% of debt service requirements on other (subordinate) debt.

*\*Note: Surplus Fund = unrestricted cash and investments.*

#### Bond Test (b)

Revenues equal at least:



- i. 100% of current expenses.
- ii. 110% of annual principal and interest requirements of (parity) revenue bonds.
- iii. 100% of debt service requirements on other (subordinate) debt.

We estimate exceeding the revenue bond requirements in FY24 and FY25:

In FY24, we estimate we will end the year with ratio (a) = **2.120** and ratio (b) = **1.736**.

In FY25, we estimate we will end the year with ratio (a) = **1.840** and ratio (b) = **1.248**.

A summary of our FY24 actual bond covenant ratio is provided in the image below.

Descriptions	Code	Amount	
Revenues plus 20% of Surplus Fund (a)	(a)	27,292,112	<b>Ratio Calc. (a)</b>  
100% of Current Expenses (a)	(a)(i)	18,783,417	
120% of Annual Principal and Interest on Revenue Bond (a)	(a)(ii)	2,948,473	
100% of Annual Principal and Interest on Other Indebtedness (a)	(a)(iii)	1,064,621	
Subtotal of Revenue Coverage (a)	(a) Subtotal	22,796,511	
Covenant Met (a)	Covenant Met Requirement (a)	4,495,601	
Revenues (b)	(b)	25,324,776	<b>Ratio Calc. (b)</b>  
100% of Current Expenses (b)	(b)(i)	18,783,417	
110% of Annual Principal and Interest on Revenue Bond (b)	(b)(ii)	2,702,767	
100% of Annual Principal and Interest on Other Indebtedness (b)	(b)(iii)	1,064,621	
Subtotal of Revenue Coverage (b)	(b) Subtotal	22,550,805	
Covenant Met (b)	Covenant Met Requirement (b)	2,683,971	

**Transfers Out.** A **\$100,000** transfer out from the Water and Sewer Fund to the Water and Sewer Capital Reserve Fund (CRF) has been budgeted for FY25. The City has also budgeted a **\$605,000** transfer out from the Water and Sewer Fund to the Water and Sewer Capital Project Fund for the purchase of capital assets including generators, and vehicles and equipment we anticipate may extend past the fiscal year due to long lead times.



## Other Funds

In addition to the two largest City funds, (1) the General Fund and (2) the Water and Sewer Fund, 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 **9.72%, or \$6,103,575** of the total **\$62.8M** FY25 appropriations.

## Downtown Program

Under the authority provided by NCGS §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.

**Advisory Boards.** In February of FY21, the City Council voted to merge the two downtown advisory groups to form one board, the Downtown Advisory Board (DAB). This Board serves to advise City Council in matters pertaining to the Main Street and 7th Avenue Municipal Service Districts (MSDs). The merger is one result of the desire to create one vision for downtown, initially conceived as a strategic goal during a 2016 community charette focused on the future of downtown. The intervening years have seen several the identified strategies implemented, such as the restoration of the Grey Hosiery Mill, facilitating the advisory committees' merger. The proposed budget reflects recommendations from this joint Board and Staff.

A strategic priority developed by both the Main Street and 7<sup>th</sup> Avenue representatives on the DAB was the equalization of the districts property tax rate. This priority has been a discussion item for the DAB and City Council since 2019. An equalized tax rate of **\$0.21 per \$100 valuation** for both MSDs was first adopted in FY24. In FY25, the tax rate will remain equalized at the \$0.21 per \$100 level.

The FY25 budget for Main Street and 7<sup>th</sup> Avenue adjusts for changes in assessed value as provided by the Henderson County Tax Assessor's Office. For the Main Street district, the projected FY25 assessed value is **\$143,758,153**, a decrease of **-1.22%** compared to the district's FY24 taxable value billed, **\$145,530,143**. 7<sup>th</sup> Avenue's FY25 projected assessed value of **\$26,659,456** represents a **2.23%** increase from the **\$26,076,809** FY24 taxable value billed. These changes in assessed value directly impact the property tax revenue in the districts, and indirectly impact the sales tax collections due to the ad valorem distribution method selected by Henderson County.

Additional information on the MSDs can be found on the following page.

**Main Street MSD Fund.** The Main Street municipal service district is bounded by Church and King Streets to the west and east and 7<sup>th</sup> Avenue and Allen Street to the north and south. The total FY25 budget is **\$799,231**. The FY25 budgeted property tax rate is **\$0.21 per \$100 valuation**. Other key budgetary factors for FY25 are listed below.

- Budgeted sales tax revenue increased **\$2,000, or 0.64%** over the FY24 revised budget.
- Fund balance will be appropriated (**\$157,401**) for one-time operating initiatives.
- Personnel and benefits costs increased **\$57,624** compared to the revised FY24 budget due to **salary split improvements** and a **5.00% COLA**.
- A **\$21,000** budget for contracted services and supplies includes a chair lift for ADA compliance, facility cleaning, signage, and needed supplies to beautify the district.

**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 Fund tax rate is **\$0.21 per \$100 valuation** in FY25. The FY24 budgeted appropriation is **\$169,343**. Important facts and trends include:

- Sales tax budgeted revenue increased **\$1,000, or 1.61%** over the revised FY24 budget.
- A **\$47,843** fund balance appropriation is budgeted for one-time operating initiatives.
- Personnel and benefits costs increased **\$8,650** compared to the revised FY24 budget due to **salary split improvements** and a **5.00% COLA**.
- The following non-recurring expenditures are included in the 7<sup>th</sup> Avenue MSD Fund's FY25 budget: **\$5,000** design for the depot plaza, and **\$5,000** signage upgrades following the 7<sup>th</sup> Ave Streetscape project.

### Environmental Services Fund

The Environmental Services Fund (ESF) provides sanitation services to rate payers within the City. The ESF's total budget for FY25 is **\$1,894,100** with no fund balance appropriation (**\$0**). The total budget is **3.02%** of the City's total **\$62.8M** appropriation. The Fund's balance as of June 30<sup>th</sup>, 2023, totals **\$34,901**. Notable ESF trends are listed below.

- No increase to ESF Fee revenues for waste pickup is included in FY25's budget attributable to rates remaining consistent with FY24 levels.
- A **\$30,438 (2.8%)** increase in personnel expenditures is budgeted in FY25 to support a 5.00% COLA and improvements to salary splits City-wide.
- The FY25 operating budget includes a **\$21,611 (-3.46%)** decrease, due to the completion of a non-recurring route and efficiency operations study in FY24.
- The ESF will issue a **\$50,000** vehicle loan in FY25 through the Capital Project Fund, to acquire a heavy-duty service truck.
- A **\$24,738 (15.90%)** increase to debt service is included for payments on a waste truck and leaf machine acquired in FY24.

### Stormwater Fund

The Stormwater Fund provides stormwater infrastructure improvements, maintains the City's NPDES Phase II Permit, and completes street, curb, and gutter maintenance. The total FY25 budget for this Fund is **\$1,454,280** – a **\$46,294, or 3.08%** decrease compared to the FY24 revised budget. The FY25 budget is balanced with no **(\$0)** fund balance appropriation. Based on historical revenue and expenditure trends, the estimated end of year FY25 fund balance will increase to **\$121,952**. Other important facts and trends include:

- The City Manager recommends the following stormwater rates and fees in FY25:
  - **\$7.00/month** flat fee for single family residential properties **(+1.00/month)**.
  - **\$7.00/month** per equivalent residential unit (ERU) fee for non-residential properties with either: (1) a maximum payment of **\$350.00/month**; **OR**, (2) a **50% credit** for properties with functioning stormwater control measures, whichever is less.
- Stormwater fees will not be charged to customers in the extraterritorial jurisdiction (ETJ).
- The FY25 budget includes **\$850,249** for salaries and benefits expenditures, incorporating City-wide salary split improvements and a **5.00% COLA**.
- A transfer to the General Fund of **\$106,646** is included for repayment of prior year coverage for fund balance use.

In FY23, the Business Advisory Committee and City Council were presented options for stormwater rate increases needed to generate revenues to offset future debt service costs on an estimated **\$7.0M** FY27 stormwater revenue bond for capital improvements identified by the Comprehensive Stormwater Master Plan. Following Board and Council feedback, the City adapted and recommends a gradual approach to rate changes. It is recommended the stormwater rate increase by **\$1.00/month** each fiscal year until the rate reaches **\$9.00/month** with a **\$450.00 cap** in FY27.

Staff continue to execute capital projects and conduct additional master planning. The City will remain observant of the outcomes of future planning and will modify our recommendations as needed to support the service levels and capital project priorities determined by the City Council. Staff continue to pursue and receive grant revenues for near-term priorities, which have staved off the need for rate changes during a 2-year rate change moratorium.

### Parking Fund

The Parking Fund was established by City Council on December 2<sup>nd</sup>, 2021. Since the creation of the fund, a new kiosk system has been installed and a new parking deck has been completed. This is an enterprise-type fund, providing parking services through revenues generated following the installation of a new downtown parking facility and parking kiosks, in addition to collections from parking violations. Services include the operation and maintenance of convenient, clean, safe, and affordable parking to residents and visitors. Included in the Parking Fund's FY25 budget are salaries for parking maintenance personnel, parking enforcement personnel, and debt service for kiosks, street sweepers, and parking enforcement officer vehicles. The total budget for the fund is **\$1,289,826**, a **\$63,306**, or **5.16%** decrease compared to the FY24 revised budget. The fund is estimated to end FY24 with a **\$1,167** fund balance. In FY25, the City has budgeted a fund balance appropriation of **\$201,251** and estimates ending FY25 with a decrease to fund balance to **(\$79,528)**. It is expected that the General Fund will cover the end-of-year fund balance gap as needed.

### Internal Service Fund

The City leverages an 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 **\$362,025** in FY25, a **\$56,000 (18.30%)** increase over the FY24 revised budget of **\$306,025**. This Fund historically paid for the City's MERP plan claims and provides other employee benefit services. In FY25, based on a favorable medical insurance renewal, the City intends to eliminate the MERP. 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.

### 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. The FY25 Governmental Special Revenue Fund budget makes up **\$35,000** of the total budget. Historically, the primary revenue source comes from donations or events which creates uncertainty when budgeting for revenues. Beginning in FY25, the City will appropriate funds for two payment-in-lieu of (PILO) programs in this fund: PILO Sidewalks, and PILO Trees. As revenues and expenditures are identified for the PILO programs, the budgets will be amended to reflect the cost of installing new trees and sidewalks. The Government Special Revenue Fund is balanced using fund balance until revenues are realized; therefore, the fund is budgeted to need **\$35,000** in fund balance for FY25.

### 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 for 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 FY25, the City will adopt a budget including a **\$100,000** transfer to the Water and Sewer CRF from the Water and Sewer Fund.

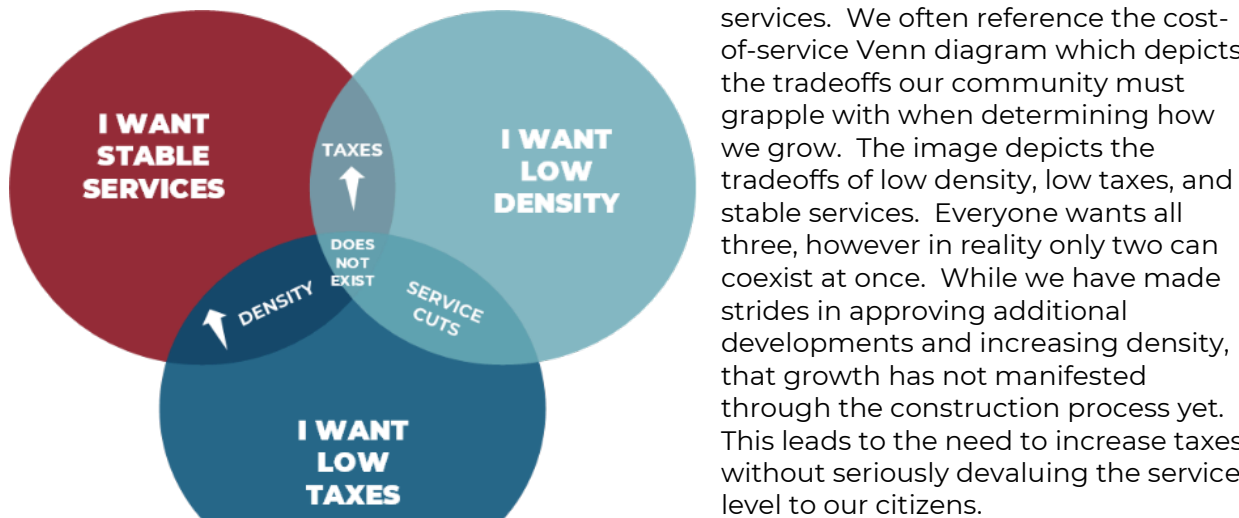


### Budget in Total

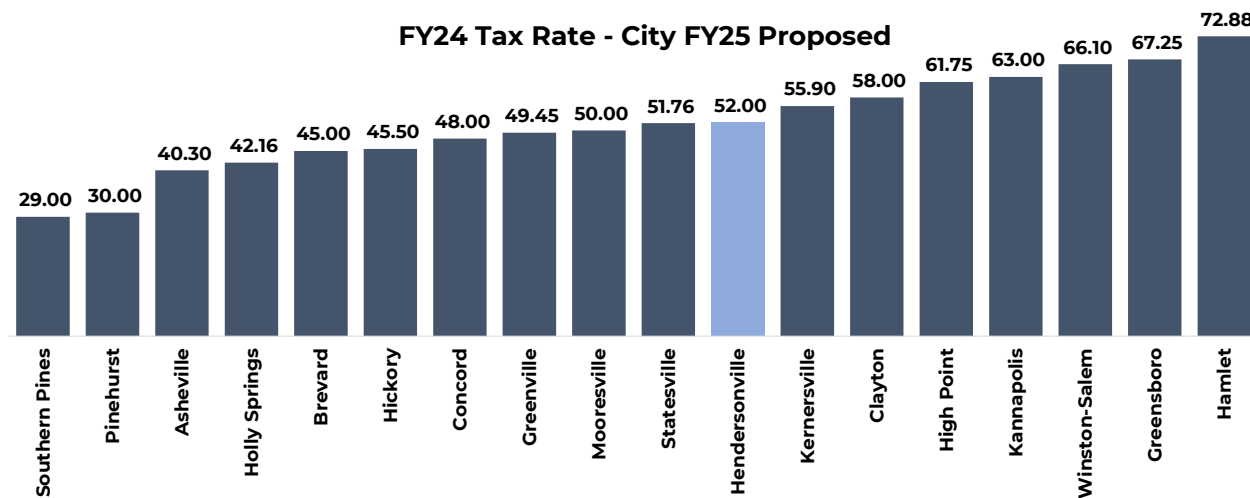
The Fiscal Year 2024-2025 (FY25) budget represents a significant tightening of the City's overall monetary policy. The landscape of the City's financial condition and outlook has changed dramatically from the first few years during and after the COVID-19 outbreak (FY20-FY23). The main factors impacting this change are: 1) slow increases in tax base growth and unique aspects of our community, 2) the high cost of inflation, and 3) wage and benefit growth demands.

### The Tax Base

Multi-faceted factors including density, cost of service, City size, and tax-exempt properties, have numerous direct impacts and economic consequences on how we provide municipal



The City's proposed tax rate of \$0.52 per \$100 of value is in line with the average (\$0.5156 per \$100) of peer communities across North Carolina, below.



Additionally, the City of Hendersonville plays much bigger than it is, in terms of population. The City is the county seat and serves as the central business district for Henderson County. The County's population is approximately 120k. The City's population is 16k or 13% of the total County population. Comparably, the peer communities in the bar graph average 36% of their total county population. This unique aspect of our tax base leads to higher service demands without the tax base needed to support it. Two neighboring municipalities totaling 13k people in addition to the regular influx of tourists add to the City's daytime population. Additionally, the growth in the City's second largest revenue source, sales taxes, has fallen off. Ultimately, the burden to fund services falls on the residents and small businesses owning property within City limits.

While our tax base growth has been growing, we have not seen the large increases just yet. We do expect the growth to be strong in the coming years, seeing assessed value % change greater than 5.00% year-over-year. This forecast is based on the number of developments currently under construction and the density aspects of those developments. This will start alleviating some of the burden on the tax rate and service level.

### **Inflation & the Cost to Provide Services**

As detailed in our Council Retreat and Workshop, we are seeing unprecedented growth in the cost of doing business. Some of the most pressing expenditures include retirement expenses, rising labor costs, health insurance utilization, construction costs, fuel, electricity, chemicals, and other basic resources. From FY22 to FY24 we saw a base level increase of \$1.5m in basic operating costs including insurance and retirement contributions. The current budget eliminates the majority of the pay-as-you-go capital improvement plan (CIP). This deferred maintenance will come at a cost to the City in the future, however it was a needed strategy to present a sustainable budget proposal. The CIP and operating budget for FY25 only fund base level services and safety priorities, while not expanding new programs or projects.

### **Wage & Benefit Growth**

We continue to see wage and benefit growth as the key expenditure factor in our budget development. This budget includes a 5% COLA for all staff with an additional 5% for sworn law enforcement officers and firefighters. The markets continue to drive recruitment and retention challenges across the public sector. This market challenge is the primary driver for the continued substantial increase in wages and benefits. The City continues its commitment to its employees with the proposed increases and is developing strategies to maintain its competitiveness in the long term.

**In Summary**

In summary, the City maintains a financial condition adequate to support core services for the immediate year through the next county-wide revaluation in Fiscal Year 2027-2028 (FY28). The FY28 revaluation is the next opportunity to identify expanded projects and services without some other form of new revenues through tax rates and fees (e.g. motor vehicle fee), or new shared revenues through local option sales taxes (e.g. 1/4 Cent Sales Tax) and occupancy taxes.

The proposed increase in the property tax is needed to fund the Council's top two priorities, Public Safety and Compensation/Benefits for City Staff. This rate increase provides for cost-of-living increases, an additional downtown police officer, and new security infrastructure in the downtown districts. This budget represents the challenges involved in supporting ever-increasing service level demand with continuingly limited revenue options to support it.

This proposed budget is balanced in accordance with the State statutes and strives to address the priorities, which have been set by the City Council for Fiscal Year 2024-2025.

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 will maintain a high level of service for Hendersonville's citizens, customers, and partners.

My appreciation is expressed to Brian Pahle, Adam Murr, Jenny Floyd, and others who assisted budget preparation.

I recommend the proposed budget for Fiscal Year 2024-2025 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, 2024, AND ENDING JUNE 30, 2025**

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

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

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

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

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

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

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

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

Budgeted Revenues	(26,181,070)
Ad Valorem Taxes	(16,487,500)
Other Taxes & Licenses	(7,500)
Unrestricted Intergovernmental	(7,831,000)
Restricted Intergovernmental	(849,920)
Sales & Services	(354,600)
Permits & Fees	(444,550)
Investment Earnings	(175,000)
Miscellaneous	(31,000)
Budgeted Expenditures	27,620,257
General Government	4,865,206
Community Development	763,174
Fire	6,199,723
Police	7,340,401
Public Works	4,353,511
Debt Service	4,098,242
Other Financing (Sources)/Uses	(1,439,187)
Proceeds of Debt	-
Sale of Capital Assets	(50,000)
Transfers (In)	-
Transfers Out	915,365
Fund Balance Appropriated	(2,304,552)
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(28,535,622)</b>
<b>Sub-Total Appropriations</b>	<b>28,535,622</b>

**SPECIAL REVENUE FUNDS****Main Street MSD Fund**

Budgeted Revenues	(641,830)
Ad Valorem Taxes	(305,300)
Other Taxes & Licenses	-
Unrestricted Intergovernmental	(316,000)
Restricted Intergovernmental	-
Permits & Fees	(2,500)
Sales & Services	-
Investment Earnings	(100)
Miscellaneous	(17,930)
Budgeted Expenditures	799,231
Downtown Program	755,435
Debt Service	43,796
Other Financing (Sources)/Uses	(157,401)
Fund Balance Appropriated	(157,401)
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(799,231)</b>
<b>Sub-Total Appropriations</b>	<b>799,231</b>

**Seventh Avenue MSD Fund**

Budgeted Revenues	(121,500)
Ad Valorem Taxes	(53,400)
Other Taxes & Licenses	-
Unrestricted Intergovernmental	(63,000)
Restricted Intergovernmental	-
Permits & Fees	-
Sales & Services	(5,000)
Investment Earnings	(100)
Miscellaneous	-
Budgeted Expenditures	169,343
Downtown Program	169,343
Other Financing (Sources)/Uses	(47,843)
Fund Balance Appropriated	(47,843)
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(169,343)</b>
<b>Sub-Total Appropriations</b>	<b>169,343</b>

**Governmental Special Revenue Fund**

Budgeted Revenues	-
Miscellaneous	-
Budgeted Expenditures	35,000
Fire	4,000
Historic Preservation	7,500
Police	19,500
Walk of Fame	4,000
Other Financing (Sources)/Uses	(35,000)
Fund Balance Appropriated	(35,000)
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(35,000)</b>
<b>Sub-Total Appropriations</b>	<b>35,000</b>

**PROPRIETARY FUNDS****Water & Sewer Fund**

Budgeted Revenues	(26,372,560)
Sales & Services	(24,916,700)
Permits & Fees	(913,500)
Water & Sewer Taps	(367,300)
Investment Earnings	(97,000)
Miscellaneous	(78,060)
Budgeted Expenditures	27,476,750
General Business	8,268,394
Water Facilities	1,501,949
Water Treatment	2,618,436
Water Operations	922,333
Water Distribution	3,780,379
Wastewater Facilities Maintenance	533,238
Wastewater Treatment	1,981,311
Wastewater Operations Support	343,763
Wastewater Collection	2,156,393
DebtService	5,370,534
Other Financing (Sources)/Uses	(1,104,190)
Transfers (In)	-
Transfers Out	705,000
Fund Balance Appropriated	(1,809,190)

**Sub-Total Revenues & Other Financing (28,181,750)**

**Sub-Total Appropriations 28,181,750**

**Parking Fund**

Budgeted Revenues	(1,088,575)
Sales & Services	(1,065,000)
Permits & Fees	-
Investment Earnings	(2,500)
Miscellaneous	(21,075)
Budgeted Expenditures	1,289,826
Parking	482,376
DebtService	807,450
Other Financing (Sources)/Uses	(201,251)
Proceeds of Debt	-
Transfers (In)	-
Transfers Out	-
Fund Balance Appropriated	(201,251)

**Sub-Total Revenues & Other Financing (1,289,826)**

**Sub-Total Appropriations 1,289,826**



**Stormwater Fund**

Budgeted Revenues	(1,454,050)
Sales & Services	(1,450,000)
Permits & Fees	(1,000)
Investment Earnings	(3,050)
Miscellaneous	-
Budgeted Expenditures	1,347,404
Stormwater	1,265,334
DebtService	82,070
Other Financing (Sources)/Uses	106,646
Proceeds of Debt	-
Transfers (In)	-
Transfers Out	106,646
Fund Balance Appropriated	-
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(1,454,050)</b>
<b>Sub-Total Appropriations</b>	<b>1,454,050</b>

**Environmental Services Fund**

Budgeted Revenues	(1,804,000)
Sales & Services	(1,803,000)
Permits & Fees	-
Investment Earnings	(300)
Miscellaneous	(700)
Budgeted Expenditures	1,894,100
Sanitation	1,713,802
DebtService	180,298
Other Financing (Sources)/Uses	-
Proceeds of Debt	-
Transfers (In)	(90,100)
Transfers Out	-
Fund Balance Appropriated	-
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(1,894,100)</b>
<b>Sub-Total Appropriations</b>	<b>1,894,100</b>

**Water & Sewer Capital Reserve Fund**

Budgeted Revenues	-
Budgeted Expenditures	-
Other Financing (Sources)/Uses	-
Transfers (In)	(100,000)
Transfers Out	100,000
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(100,000)</b>
<b>Sub-Total Appropriations</b>	<b>100,000</b>

**INTERNAL SERVICE FUNDS****Health & Welfare Fund**

Budgeted Revenues	(362,025)
Sales & Services	(342,025)
Grant Revenue	-
Miscellaneous	(20,000)
Budgeted Expenditures	362,025
Employee Benefits	362,025
Other Financing (Sources)/Uses	-
Fund Balance Appropriated	-
<b>Sub-Total Revenues &amp; Other Financing</b>	<b>(362,025)</b>
<b>Sub-Total Appropriations</b>	<b>362,025</b>
<b>Total Revenues &amp; Other Financing</b>	<b>(62,820,947)</b>
<b>Total Appropriations</b>	<b>62,820,947</b>

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

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

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

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

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

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

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

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

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

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

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

ATTEST:

\_\_\_\_\_  
Barbara G. 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, 2024, AND ENDING JUNE 30, 2025**

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; and,

**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, 2024 and ending June 30, 2025, in the amount of \$100,000.

**SECTION 2 PURPOSE:** That the purpose of the City of Hendersonville CRF will be to (1) raise funds for water and sewer system rehabilitation and expansion projects, (2) provide greater levels of transparency 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 provide for water and sewer system capital rehabilitation and expansion. The City has recognized the need to fund future system expansion 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, 2024 (FY25) to June 30, 2029 (FY29).

**SECTION 4 AMOUNTS ACCUMULATED:** That this fiscal year (FY25), the City will transfer \$100,000.00 from the Water and Sewer Fund (060) to the Capital Reserve Fund (459). The Capital Reserve Fund has an estimated balance to end the fiscal year June 30<sup>th</sup>, 2024 of \$200,000. The City will save \$500,000 of revenue in the CRF for future system expansion projects. The City anticipates spending \$500,000 on system rehabilitation and expansion projects.

**SECTION 5 REVENUE SOURCES:** That the revenue source planned for the CRF is a transfer from 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 6<sup>th</sup> day of June 2024.

ATTEST:

\_\_\_\_\_  
Barbara G. 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 FOLLOW THE RATE SCHEDULE FOR THE CITY OF HENDERSONVILLE, NORTH CAROLINA FOR THE FISCAL YEAR 2024 – 2025 (FY25) THROUGH THE FISCAL YEAR 2034 -2035 (FY35)**

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, and to maintain or improve the City's credit rating and fiscal health; and,

WHEREAS, the recommended FY25 through FY35 CIP updates preceding budgets and CIPs of prior fiscal years; and,

WHEREAS, this plan is updated annually for Board review; 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 City intends to reimburse itself for funds expended with debt proceeds for any projects identified as such in the CIP table; 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 equalize inside and outside city water rates by FY30, providing a 5.00% decrease from 130.00% in FY24 to 125.00% in FY25; and,

WHEREAS, the Board intends to follow the proposed stormwater rate schedule with a maximum monthly charge of \$350.00 for FY25 to fund stormwater 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) in conjunction with the annual City Budget for Fiscal Year 2024-2025 (FY25).

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

ATTEST:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney



Resolution #\_\_\_\_\_

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL  
AUTHORIZING INCREASE IN MICRO-PURCHASE THRESHOLD**

WHEREAS, from time to time, the City of Hendersonville purchases goods and services using federal funding subject to the procurement standards in 2 C.F.R. Part 200, Subpart D; and,

WHEREAS, the City of Hendersonville's procurement of such goods and services is subject to the purchasing policies of the City, including but not limited to the City of Hendersonville Uniform Guidance Procurement Policy; and,

WHEREAS, the City of Hendersonville is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and,

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files; accordingly; and,

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and,

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and,

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a "higher threshold consistent with State law"; and,

WHEREAS, G.S. 143-129(a) and G.S. 143-131(a) require the City of Hendersonville to conduct a competitive bidding process for the purchase of (1) "apparatus, supplies, materials, or equipment" where the cost of such purchase is equal to or greater than \$30,000, and (2) "construction or repair work" where the cost of such purchase is greater than or equal to \$30,000; and,

WHEREAS, North Carolina law does not require a unit of local government to competitively bid for purchase of services other than services subject to the qualifications-based selection process set forth in Article 3D of Chapter 143 of the North Carolina General Statutes (the "Mini-Brooks Act"); and,

WHEREAS, G.S. 143-64.32 permits units of local government to exercise, in writing, an exemption to the qualifications-based selection process for services subject to the Mini-Brooks Act for particular projects where the aggregate cost of such services do not exceed \$50,000; and,

WHEREAS, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), the City Council for the City of Hendersonville now desires to adopt higher micro-purchase thresholds than those identified in 48 C.F.R. § 2.101 to take advantage of increased efficiencies and cost savings that are available under an increased micro-purchase threshold exemption.

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

**SECTION 1:** That in accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of North Carolina law, the City of Hendersonville hereby self-certifies the following micro-purchase thresholds, each of which is a “higher threshold consistent with State law” under 2 C.F.R. § 200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:

- A. \$30,000, for the purchase of “apparatus, supplies, materials, or equipment”; and,
- B. \$30,000, for the purchase of “construction or repair work”; and,
- C. \$50,000, for the purchase of services not subject to competitive bidding under North Carolina law; and,
- D. \$50,000, for the purchase of services subject to the qualifications-based selection process in the Mini-Brooks Act; provided that such threshold shall apply to a contract only if the City has exercised an exemption to the Mini-Brooks Act, in writing, for a particular project pursuant to G.S. 143-64.32. If the exemption is not authorized, the micro-purchase threshold shall be \$10,000; and,
- E. \$50,000 for any contract, other than those described in A-D above, that is exempt from competitive procurement requirements under North Carolina State Law.

**SECTION 2:** The self-certification made herein shall be effective as of the date hereof and shall be applicable until the end of the current fiscal year of the City of Hendersonville but shall not be applicable to Federal financial assistance awards issued prior to November 12, 2020, including financial assistance awards issued prior to that date under the Coronavirus Aid, Relief, and Economic Support (CARES) Act of 2020 (Pub. L. 116-136).

**SECTION 3:** In the event that the City of Hendersonville receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the City shall comply with the more restrictive threshold when expending such funds.

**SECTION 4:** The City of Hendersonville shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

**SECTION 5:** The City Manager, Assistant City Manager, Finance Director, and Budget Manager of the City of Hendersonville are hereby authorized, individually and collectively, to revise the purchasing policies of the City, including but not limited to the City of Hendersonville Uniform Guidance Procurement Policy, to reflect the increased micro-purchase thresholds specified herein, and to take all such actions, individually and collectively, to carry into effect the purpose and intent of the foregoing resolution.

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

ATTEST:

\_\_\_\_\_  
Barbara G. Volk, Mayor, City of Hendersonville

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney



## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>ADMINISTRATION</b>	
<b>General</b>	
Clerk's Certification of Public Records	\$3.00 per page (after first page)
Application for Certificate of Public Convenience & Necessity (taxicab)	\$60.00
Horse-Drawn Carriage Permit	\$60.00
<b>Flash Drives:</b>	
0-8 GB	\$5.00 each
16-128 GB	\$7.00 each
>= 128 GB	\$20.00 each
<b>Copy Charges (per page)</b>	
Black	\$0.15
Color	\$0.25
<b>City Council Agenda Subscription</b>	
Meeting Subscription & Printing	\$16.00 per agenda packet
Annual Subscription & Printing	\$180.00 per fiscal year
<b>Special Event Fees</b>	
Event Application Fee	\$25.00 per application
Class A Special Event Closure (High-Impact full Main Street MSD Closure)	\$700.00 per day
Class B Special event closure (moderate impact, full Main Street MSD Closure)	\$450.00 per day
Class C Special Event Closure (Full Main Street with Avenues Open)	\$300.00 per day
Class D Special Event Closure (Closure of 2 blocks or less)	\$75.00 per block, per day
Class E - Special Event Closure (Closure of parking spaces at Courthouse Plaza)	\$50.00 per day
Multi-Day Food Vendors	\$55.00 per day
<b>COMMUNITY DEVELOPMENT</b>	
<b>FEES</b>	
<b>General- Zoning Compliance</b>	
Zoning Verification Letter	\$50.00
Non-Conforming Use Alteration Request (BOA Review)	\$100.00
Variance Request (BOA Review)	\$75.00
Certificate of Appropriateness (Minor work)	\$50.00
Certificate of Appropriateness (Major work)	\$75.00
<b>Telecommunications Towers, Antennas and Equipment</b>	
Small Wireless Facilities (first 5 facilities)	\$100.00 each
Additional small wireless facilities on the same application	\$50.00 each
Administrative Review	No Charge
<b>General -Copy &amp; Scan Charges Per Page</b>	
Black	\$0.15
Color	\$0.25
Conditional Use	\$200.00
<b>Copy Charges (per page)</b>	
Black	\$0.15
Color	\$0.25
<b>General - Copy &amp; Scan Charges Per Page</b>	
Large Format Copy	\$10.00
Large Format Scan	\$5.00
Zoning Map	\$5.00
Future Land Use Map Copy	\$5.00
<b>General - Code Enforcement</b>	
Nuisance Fee (Admin. Cost Doubles for each Offense within a Year)	Cost + \$100.00 Admin. Cost
<b>Encroachment Permit</b>	
Outdoor Dining Fee (Annual)	\$0.50 per Sq. Ft.
Demolition Admin Fee	\$100.00

## Schedule of Rates and Fees

Section 7, Item B.

<b>CITY OF HENDERSONVILLE FEE SCHEDULE</b> <b>ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25)</b> <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>COMMUNITY DEVELOPMENT</b>	
<b>Payments in Lieu</b>	
In Lieu - Sidewalks	\$75.00 per Linear Ft.
In Lieu - Trees	\$1.53 per Sq. Ft
<b>Rezoning Requests</b>	
<b>Zoning Ordinance Map Amendment (Standard Rezoning)</b>	
Commercial or Industrial	\$275.00
Residential < 3 acres	\$175.00
Residential > 3 acres	\$225.00
<b>Zoning Map Amendment (Conditional Rezoning)</b>	
Conditional Rezoning - Legislative Process	\$100 per acre, \$500 minimum
Final DRC Review	\$500.00
Zoning Ordinance Text Amendments	\$175.00
<b>Site Plan Reviews &amp; Amendments</b>	
<b>Commercial, Industrial or Institutional</b>	
5,000 - 19,999 square feet in floor area	\$300.00
20,000 - 50,000 square feet in floor area	\$450.00
<b>Residential Developments</b>	
3 - 10 dwellings	\$300.00
11 - 50 dwellings	\$450.00
Traffic Impact Analysis Study (Administrative Review)	\$1,000.00
<b>Plat Review</b>	
Subdivision Plats	\$20.00 per lot
Street Closing Petition (\$1,000 deposit)	\$1,000.00
<b>Annexation Petition &amp; Plat Review</b>	
Contiguous	\$300.00
Satellite	\$450.00
<b>PERMITS</b>	
<b>General- Zoning Compliance</b>	
Zoning Compliance Permit	\$50.00
Temporary Use Permit	\$60.00
Floodplain Development Permit	\$300.00
<b>Telecommunications Towers, Antennas and Equipment</b>	
Basic Permit (C-3, I-1)	\$450.00
Special Use Permit <sup>1</sup>	\$2,500.00
<b>Sign Permits</b>	
Sign Compliance Permit	\$75.00
Special Use Permit	\$200.00
<i>Note 1: Applicable only to applications required to meet the additional standards contained in Section 16-4-23.4.</i>	
<i>Note 2: Fees for towers proposed for siting in PCD or PID district are included in the fee for conditional use review.</i>	
<b>FIRE DEPARTMENT</b>	
<b>General</b>	
<b>FEES</b>	
<b>Construction Plans Review</b>	
Commercial hood suppression systems	\$100.00
Explosives and fireworks	\$100.00
Petroleum tanks and appurtenances	\$100.00

## Schedule of Rates and Fees

Section 7, Item B.

<b>CITY OF HENDERSONVILLE FEE SCHEDULE</b> <b>ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25)</b> <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>FIRE DEPARTMENT</b>	
<b>Sprinkler systems, fire alarm systems and Emergency Responder Radio Coverage Systems</b>	
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
<b>Fire Inspection Fees</b>	
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
<b>R-2 &amp; S Occupancies (Apartment Complexes, Storage Units, etc.)</b>	
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
<b>PENALTIES</b>	
Re-inspection Fee (Follow-up) per re-inspection	\$100.00
Annual Non-Compliant Inspection Fee	\$250.00
<b>Hazardous Material Response Fees</b>	
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
<b>PERMITS</b>	
<b>Operational Permits</b>	
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

## Schedule of Rates and Fees

Section 7, Item B.

<b>CITY OF HENDERSONVILLE FEE SCHEDULE</b> <b>ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25)</b> <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>FIRE DEPARTMENT</b>	
<b>Construction Permits</b>	
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 events)	\$50.00
<b>PENALTIES</b>	
Illegal Burn Fee	\$100.00
<b>FINANCE</b>	
<b>General</b>	
Beer License - On Premises	\$15.00
Beer License - Off Premises	\$5.00
Carnival Permit	\$100/week + \$5 per device
Delinquent Account Fee	\$40.00
Returned item fee	\$25.00
Itinerant Merchant/Peddlers Permit	\$100.00
Utility Application Fee	\$10.00
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
<i>Note: 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>	
<b>POLICE</b>	
<b>FEES</b>	
Fingerprinting	\$10.00
Precious Metals Dealer Background Check	\$75.00
<b>PENALTIES</b>	
Precious Metals Dealer Permit	\$180.00



## Schedule of Rates and Fees

Section 7, Item B.

<b>CITY OF HENDERSONVILLE FEE SCHEDULE</b> <b>ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25)</b> <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>PARKING</b>	
<b>FEES</b>	
Lost Ticket Fee (Parking Deck)	\$20.00
Lost/Replacement/2nd Parking Deck Puck	\$25.00
Monthly Parking Space - Deck Permit	\$80.00
Monthly Parking Space - Exterior Lot Permit	\$25.00
Monthly Parking Space - Interior Lot Permit	\$60.00
Special Event Rate	\$10.00 per session
Parking Meter - Main St. and Avenues	\$0.50 per 15-minutes (5-hour max.)
Parking Meter - Surface Lots and Decks	\$0.75 per 30-minutes (\$10 max. per session)
<b>PENALTIES</b>	
Illicit Crosswalk Parking	\$25.00
Illicit Fire Hydrant Parking	\$100.00
Illicit Fire Lane Parking	\$100.00
Habitual Parking Offender (3 Tickets or more in 30 days)	\$100.00
Illicit Handicapped Parking	\$250.00
Illicit Loading Zone Parking	\$25.00
Overtime/Expired Meter Parking	\$25.00
Penalty after 30 days additional	\$50.00
Penalty after 60 days additional	\$100.00
Construction parking permit (per day)	\$15.00
All Other Parking Violations Chapter 50	\$25.00
<b>PUBLIC WORKS</b>	
<b>FEES</b>	
<b>Boyd Park Mini-Golf Admission</b>	
Adults	\$3.00
Children	\$2.00
Course Rental (half day - with concessions) *At the discretion of the City	\$300.00
Course Rental (half day - without concessions) *At the discretion of the City	\$200.00
<b>General</b>	
Backhoe (per hour)	\$125.00
Building Maintenance Fees (per hour)	\$75.00
Bush Hogs/Tractor Mowing (per hour)	\$80.00
Electrical Usage - 20 Amps or Less (at parks)	\$25.00 per day
Electrical Usage-- 21 Amps - 50 Amps (at parks)	\$50.00 per day
Electrical Usage - over 50 Amps (at parks)	\$100.00 per day
Fleet Maintenance Fees (per hour)	\$100.00
Sidearm Mower Rental (per hour)	\$125.00
Water/Flusher Truck (per load)	\$100.00
Weed Eater/Hedge Trimmer (per hour)	\$40.00
Asphalt Curb Installation - per linear foot	\$15.00
<b>Oakdale Cemetery</b>	
City Resident (per grave space)	\$1,000.00
Out of City Resident (per grave space)	\$2,000.00
Mausoleum Space	\$5,000.00
Temporary Grave Marker Not Installed - Fine <sup>1</sup>	\$100.00
<b>Operation Center Room Rental Rates</b>	
Large Assembly Room (5 p.m. - 10 p.m.)	\$100.00
<b>Railroad Depot Room Rental Rate</b>	
Meeting Room (8 a.m. - 5 p.m.)	\$100.00
Meeting Room (5 p.m. - 10 p.m.)	\$50.00
<b>Park Usage</b>	
Patton Park - Small Pavilion	\$25.00 per half day
Patton Park - Large Pavilion (May through September)	\$50.00 per half day
Patton Park - Field Usage for Organized Groups (per player per season)	\$30.00

## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>PUBLIC WORKS</b>	
<b>Patton Pool</b>	
Daily Admittance Fee (adults)	\$5.00
Daily Admittance Fee (children) (3yrs or younger will be free with adult)	\$4.00
Lap Swim	\$4.00
<b>Paving Cut Repairs</b>	
Mobilization/Base Fee (cuts less than or equal to 25square feet)	\$600.00
Repair fee per square foot, greater than 25 square feet	\$12.00/sqft
Concrete & Sidewalk Mobilization/Base Fee (cuts less than or equal to 25square feet)	\$600.00
Concrete Curb and Sidewalk Replacement (W&S Cut Repairs per Sq ft over 25)	\$25.00 / sqft
<b>PERMITS</b>	
Encroachment Permit Fee (asphalt & concrete cuts)	\$100.00
Encroachment Permit Fee (temporary sidewalk and road closure)	\$50.00
Encroachment Permit Violations - (Per Day) For Unrepaired Encroachments over 10 Day	\$50.00
<i>Note 1: The City requires the installation of a temporary grave marker within 24 hours of a burial. Failure to install a temporary marker identifying the occupant of a grave site results in a \$100.00 fine.</i>	
<b>ENVIRONMENTAL SERVICES</b>	
<b>FEES</b>	
<b>General</b>	
Sanitation Service Deposit	\$60.00
Small Special Load (collected with pickup truck and city staff)	\$50.00
Medium Special Load (more than one pickup truck load and tipping fees added to spec	\$100.00
Large Special Loads (tipping fee added to special fee)	\$150.00
Cart Switch Out Fee (large cart to small cart and small cart to large cart)	\$30.00
Televisions/computer monitors - per item	\$30.00
White Goods (washers, dryers, refrigerators, hot water heaters, etc.) - per item	\$25.00
Special Event - Cart Delivery, Pickup, and Material Disposal - per cart fee	\$20.00
<b>Commercial Waste and Recycling</b>	
Commercial Recycling (up to four 65gal. bins, collected once/week)	\$15.00 per bin
Commercial Recycling (up to four 65gal. bins, collected twice/week)	\$30.00 per bin
Commercial Waste (per 96gal. bin)	\$30.00 per bin
Commercial Waste and Recycling (96gal. bin)	\$30.00 per set of bins
<b>Residential Waste and Recycling</b>	
Residential Waste - 32gal.	\$23.00 per bin
Residential Waste, Assisted - 32gal.	\$23.00 per bin
Residential Waste and Recycling - 32gal.	\$23.00 per set of bins
Residential Waste and Recycling, Assisted - 32gal.	\$23.00 per set of bins
Residential Waste - 96gal.	\$25.00 per bin
Residential Waste, Assisted - 96gal.	\$25.00 per bin
Residential Waste and Recycling - 96gal.	\$25.00 per set of bins
Residential Waste and Recycling, Assisted - 96gal.	\$25.00 per set of bins
<b>PENALTIES</b>	
Utility Bill Late Fee	\$10.00 or 5% of past due balance, whichever is greater
Stolen/Damaged Cart Replacement Fee	\$100.00
Illegal Dumping Fee - Offense 1	Warning
Illegal Dumping Fee - Offense 2	\$50.00
Illegal Dumping Fee - Offense 3	\$100.00
Illegal Dumping Fee - Offense 4 (+)	\$150.00
<i>Note: 1 set of bins includes 1 waste and 1 recycling container.</i>	

## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>STORMWATER</b>	
<b>FEES</b>	
Single-Family Residential Stormwater Fee	\$7.00 per month
Multi-Unit Residential Stormwater Fee	\$7.00 per unit, per month
Non-Residential Property Stormwater Fee, per ERU <sup>1</sup>	\$7.00 per month
Non-Residential Property Stormwater Fee Cap <sup>2</sup>	\$350.00 per month
<b>OR</b>	
Non-Residential Property Stormwater 50% Credit (if < \$350.00) <sup>2</sup>	50% Credit
Stormwater Service Charge Credit Application Fee	\$50.00
Post-Construction Stormwater Management Review Fee	\$500.00
<i>Note 1: 1 Equivalent Residential Unit (ERU) = 3,000sqft.</i>	
<i>Note 2: Non-Residential properties are eligible for either a cap or a credit, not both.</i>	
<b>WATER &amp; SEWER</b>	
<b>WATER</b>	
<b>FEE</b>	
<b>Inside City Limits</b>	
<b>Base Charge by Meter Size</b>	
3/4"	\$10.76
1"	\$13.09
1.5"	\$18.91
2"	\$25.89
3"	\$48.00
4"	\$77.09
6"	\$164.36
8"	\$193.45
<b>Volumetric Charges</b>	
<b>Residential</b>	
0 to 3,000 gallons	\$4.06 per 1000 gallons
3,000 to 6,000 gallons	\$5.41 per 1000 gallons
6,000 to 14,000 gallons	\$6.76 per 1000 gallons
14,000 gallons and greater	\$8.12 per 1000 gallons
<b>Commercial/Industrial</b>	
0 to 40,000 gallons	\$5.41 per 1000 gallons
40,000 to 200,000 gallons	\$5.41 per 1000 gallons
200,000 gallons and greater	\$5.41 per 1000 gallons
<b>Irrigation</b>	
0 to 40,000 gallons	\$10.82 per 1000 gallons
40,000 gallons and greater	\$11.36 per 1000 gallons
<b>Outside City Limits</b>	
<b>Base Charge by Meter Size</b>	
3/4"	\$13.45
1"	\$16.36
1.5"	\$23.63
2"	\$32.36
3"	\$60.00
4"	\$96.36
6"	\$205.45
8"	\$241.82

## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>WATER</b>	
<b>Volumetric Charges</b>	
<b>Residential</b>	
0 to 3,000 gallons	\$5.07 per 1000 gallons
3,000 to 6,000 gallons	\$6.76 per 1000 gallons
6,000 to 14,000 gallons	\$8.46 per 1000 gallons
14,000 gallons and greater	\$10.15 per 1000 gallons
<b>Commercial/Industrial</b>	
0 to 40,000 gallons	\$6.76 per 1000 gallons
40,000 to 200,000 gallons	\$6.76 per 1000 gallons
200,000 gallons and greater	\$6.76 per 1000 gallons
<b>Irrigation</b>	
0 to 40,000 gallons	\$13.53 per 1000 gallons
40,000 gallons and greater	\$14.21 per 1000 gallons
<b>Wholesale</b>	
<b>Base Charge by Meter Size</b>	
3/4"	\$13.45
1"	\$16.36
1.5"	\$23.63
2"	\$32.36
3"	\$60.00
4"	\$96.36
6"	\$205.45
8"	\$241.82
<b>Volumetric Charges</b>	
<b>Wholesale</b>	
All Usage	\$5.41 per 1000 gallons
<b>Bulk Water</b>	
All Usage	\$10.15 per 1000 gallons
<b>Public Schools</b>	
Base Charge per Account	\$10.76
All Usage	\$5.41 per 1000 gallons
<b>Water System Development Fees (effective January 1, 2025)</b>	
<b>Residential Single-Family Dwelling (per unit, Heated Sq. Ft.)</b>	
<1000 sq ft	\$312.00
1,000 - 1,500 sq ft	\$333.00
1,501 - 2,000 sq ft	\$340.00
2,001 - 2,500 sq ft	\$361.00
2,501 - 3,000 sq ft	\$375.00
3,001 - 3,500 sq ft	\$403.00
3,501 - 4,000 sq ft	\$431.00
4,000+ sq ft	\$498.00
Multi-Family Master Meter (per unit)	\$224.00
Mobile Home Park (per unit)	\$350.00
<b>Non-Residential</b>	
3/4" meter	\$624.00
1" meter	\$1,039.00
1.5" meter	\$2,078.00
2" meter	\$3,325.00
3" meter	\$7,273.00
4" meter	\$13,092.00
6" meter	\$27,016.00
8" meter	\$58,187.00
10" meter	\$87,281.00



## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>WATER</b>	
<b>Taps &amp; Connections</b>	
Water Main Tap and Service, 3/4" Meter	\$1,625.00
Water Main Tap and Service, 1" Meter	\$1,700.00
Water Main Tap and Service, 1.5" and 2" Meter	Cost
Water Service - Stub Out, 3/4" (install meter box and meter)	\$975.00
Water Service - Stub Out, 1" (install meter box and meter)	\$1,050.00
Water Service - Drop Meter, 3/4" (install meter only)	\$350.00
Water Service - Drop Meter, 1" (install meter only)	\$425.00
Water Service - Drop Meter, >1" (install meter and MXU only)	
1.5" Meter and Set-up	\$1,960.00
2" Meter and Set-up	\$2,125.00
3" Meter and Set-up	\$2,720.00
4" Meter and Set-up	\$4,474.00
6" Meter and Set-up	\$7,500.00
8" Meter and Set-up	\$11,620.00
Irrigation Tee, 3/4" (install meter box and meter)	\$975.00
Irrigation Tee, 1" (install meter box and meter)	\$1,050.00
Water Service and Meter Relocation/Reconnection Charge (Residential Only)	Cost, Not to Exceed New Tap Fee
<b>Meters</b>	
Turn On/Off/Set Meter During Business Hours	\$47.00
Turn On/Off/Set Meter After Business Hours	\$117.50
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
<b>Miscellaneous Water Fees</b>	
Hydrant Flow/Pressure Test	\$175.00
Chemical Analysis of Water	Cost
Drill Water Main for Tap	\$650.00
Water System Shutdown for Connection	\$600.00
Fire Hydrant Installation	Cost
Small Meter Box Access Training Program Permit Fee (per Company)	\$75.00 per training
Small Meter Box Access Key, each	\$20.00
Premise Visit	\$40.00
<b>Water Conservation Incentives Program Rebates</b>	
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
Residential High Efficiency Toilet - Limit 2 per account	\$50 per toilet
Commercial High Efficiency Toilet - Limit 4 per account	\$50 per toilet
EnergyStar High Efficiency Dishwasher - Limit one per account	\$75
EnergyStar High Efficiency Washing Machine - Limit one per account	\$100
<i>Note: Limited number of rebates offered annually *Toilets must be 1.1 gpf or less</i>	

## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>SEWER</b>	
<b>FEE</b>	
<b>Inside City Limits</b>	
<b>Base Charge by Meter Size</b>	
3/4"	\$12.16
1"	\$14.75
1.5"	\$21.22
2"	\$28.98
3"	\$53.56
4"	\$85.90
6"	\$182.93
8"	\$215.27
<b>Volumetric Charges</b>	
All Usage	\$7.50 per 1000 gallons
Sewer Only-Flat Rate	\$40.66 per month
<b>Outside City Limits</b>	
<b>Base Charge by Meter Size</b>	
3/4"	\$18.24
1"	\$22.13
1.5"	\$31.83
2"	\$43.47
3"	\$80.34
4"	\$128.85
6"	\$274.39
8"	\$322.91
<b>Volumetric Charges</b>	
All Usage	\$11.25 per 1000 gallons
Sewer Only-Flat Rate	\$60.99 per month
<b>Wholesale</b>	
<b>Base Charge by Meter Size</b>	
3/4"	\$18.24
1"	\$22.13
1.5"	\$31.83
2"	\$43.47
3"	\$80.34
4"	\$128.85
6"	\$274.39
8"	\$322.91
<b>Volumetric Charges</b>	
All Usage	\$11.25 per 1000 gallons
<b>Public Schools</b>	
Base Charge per Account	\$12.16
All Usage	\$7.50 per 1000 gallons
<b>MSD Sewer</b>	
Base Charge per Account	See Wholesale Charges
All Usage	\$11.25 per 1000 gallons

## Schedule of Rates and Fees

Section 7, Item B.

<b>CITY OF HENDERSONVILLE FEE SCHEDULE</b> <b>ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25)</b> <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
<b>SEWER</b>	
<b>Sewer System Development Fees (effective January 1, 2025)</b>	
<b>Residential Single-Family Dwelling (per unit, Heated Sq. Ft.)</b>	
<1000 sq ft	\$512.00
1,000 - 1,500 sq ft	\$547.00
1,501 - 2,000 sq ft	\$558.00
2,001 - 2,500 sq ft	\$593.00
2,501 - 3,000 sq ft	\$616.00
3,001 - 3,500 sq ft	\$663.00
3,501 - 4,000 sq ft	\$708.00
4,000+ sq ft	\$818.00
Multi-Family Master Meter (per unit)	\$367.00
Mobile Home Park (per unit)	\$575.00
<b>Sewer System Development Fees (effective January 1, 2025)</b>	
<b>Non-Residential</b>	
3/4" meter	\$1,024.00
1" meter	\$1,707.00
1.5" meter	\$3,414.00
2" meter	\$5,463.00
3" meter	\$11,950.00
4" meter	\$21,509.00
6" meter	\$44,384.00
8" meter	\$95,596.00
10" meter	\$143,394.00
<b>Taps and Connections</b>	
4" Gravity Sewer Service Installation	\$1,600.00
6" Gravity Sewer Service Installation	\$2,000.00
8" Gravity Sewer Service Installation	\$2,400.00
<b>Surcharges</b>	
Biochemical Oxygen Demand (BOD), per lb. in excess of 250-mg/l	\$0.31
Total Suspended Solids (TSS), per lb. in excess of 250-mg/l	\$0.19
Ammonia Nitrogen, per lb. in excess of 30-mg/l	\$1.85
<b>Miscellaneous Fees</b>	
Food Services Sewer Connection Application Fee	\$75.00
Septic Tank Waste Disposal, per 1000-gallons	\$60.00
Industrial Pretreatment Program	Cost
<b>GENERAL / OTHER</b>	
<b>Residential Water &amp; Sewer Deposit</b>	
Tier 1 - Based on Credit Risk	\$0.00
Tier 2 - Based on Credit Risk	\$80.00
Tier 3 - Based on Credit Risk	\$120.00
Customer unable to perform utility credit check - Residential	\$240.00
<b>Residential - Rental Water &amp; Sewer Deposit</b>	
Tier 1 - Based on Credit Risk	\$60.00
Tier 2 - Based on Credit Risk	\$80.00
Tier 3 - Based on Credit Risk	\$120.00
Customer unable to perform utility credit check - Residential Rental	\$240.00
<b>Non-Residential Water &amp; Sewer Deposit</b>	
Tier 1 - Based on Credit Risk	\$125.00
Tier 2 - Based on Credit Risk	\$175.00
Tier 3 - Based on Credit Risk	\$250.00
Customer unable to perform utility credit check - Non-Residential	\$500.00

## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
GENERAL / OTHER	
<b>Engineering Review Fees</b>	
Availability Approval Fee	\$100.00
Extension Project Review Fee (water or sewer)	\$400.00
Extension Project Review Fee - Cost per sheet	\$15.00 per sheet
Extension Project Re-submittal fee (second re-submittal)	\$200.00
Extension Project Re-submittal fee (fourth re-submittal)	\$200.00
Extension Project Re-submittal fee (sixth re-submittal)	\$200.00
Water Line Inspections (\$100 min)	\$3.00 per linear foot
Sewer Line Inspections (\$100 min)	\$6.00 per linear foot
Sewer Line CCTV Re-inspection	\$3.00 per linear foot (per re-inspection)
<b>Recording Fees for First UEA, Deed of Dedication, or Easement:</b>	
Up to 15 pages	\$30 per instrument
Each additional page	\$4.10
Subsequent recording fees for UEA, Deed of Dedication, or Easement	\$60 per instrument
Nonstandard document fee	\$26 per nonstandard instrument
<b>WATER &amp; SEWER</b>	
<b>Equipment Usage (hourly rates)</b>	
Rubber-Tired Backhoe, Small	\$49.41
Rubber-Tired Backhoe, Large	\$58.73
Excavator, 8,000-lb, <40hp	\$48.97
Excavator, 12,000-lb, 40-89hp	\$96.16
Excavator, 30,000-lb, 90-143hp	\$100.52
Vac Truck	\$95.06
Dump Truck (single-axle), Small	\$55.98
Dump Truck (single-axle), Large	\$74.83
Dump Truck (dual axle)	\$94.94
Dump Truck (triale)	\$96.03
Pick-Up Truck	\$16.68
Sewer Jetter/Harben	\$32.81
Camera Truck	\$104.82
Air Compressor	\$20.32
Air Hammer/Pusher	\$1.40
Soil Tamp	\$43.36
<b>PERMITS</b>	
Non-discharge Permit Fee	\$300.00
Septic Tank Waste Disposal Permit	\$75.00
<b>PENALTIES</b>	
Utility Bill Late Fee	\$10.00 or 5% of past due balance, whichever is greater
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
Illegal Use of Fire Hydrant	\$500.00 + Damages
<b>*schedule of costs and rates maintained on file with the Utilities Department</b>	



## Schedule of Rates and Fees

Section 7, Item B.

CITY OF HENDERSONVILLE FEE SCHEDULE ADOPTED BY BUDGET ORDINANCE FOR FISCAL YEAR 2024-2025 (FY25) <small>*Public Hearing required for items denoted with asterisk*</small>	
DEPARTMENT / DESCRIPTION	COST / CHARGE / FEE
GENERAL / OTHER	
<b>Engineering Review Fees</b>	
Availability Approval Fee	\$100.00
Extension Project Review Fee (water or sewer)	\$400.00
Extension Project Review Fee - Cost per sheet	\$15.00 per sheet
Extension Project Re-submittal fee (second re-submittal)	\$200.00
Extension Project Re-submittal fee (fourth re-submittal)	\$200.00
Extension Project Re-submittal fee (sixth re-submittal)	\$200.00
Water Line Inspections (\$100 min)	\$3.00 per linear foot
Sewer Line Inspections (\$100 min)	\$6.00 per linear foot
Sewer Line CCTV Re-inspection	\$3.00 per linear foot (per re-inspection)
<b>Recording Fees for First UEA, Deed of Dedication, or Easement:</b>	
Up to 15 pages	\$30 per instrument
Each additional page	\$4.10
Subsequent recording fees for UEA, Deed of Dedication, or Easement	\$60 per instrument
Nonstandard document fee	\$26 per nonstandard instrument
<b>WATER &amp; SEWER</b>	
<b>Equipment Usage (hourly rates)</b>	
Rubber-Tired Backhoe, Small	\$49.41
Rubber-Tired Backhoe, Large	\$58.73
Excavator, 8,000-lb, <40hp	\$48.97
Excavator, 12,000-lb, 40-89hp	\$96.16
Excavator, 30,000-lb, 90-143hp	\$100.52
Vac Truck	\$95.06
Dump Truck (single-axle), Small	\$55.98
Dump Truck (single-axle), Large	\$74.83
Dump Truck (dual axle)	\$94.94
Dump Truck (triale)	\$96.03
Pick-Up Truck	\$16.68
Sewer Jetter/Harben	\$32.81
Camera Truck	\$104.82
Air Compressor	\$20.32
Air Hammer/Pusher	\$1.40
Soil Tamp	\$43.36
<b>PERMITS</b>	
Non-discharge Permit Fee	\$300.00
Septic Tank Waste Disposal Permit	\$75.00
<b>PENALTIES</b>	
Utility Bill Late Fee	\$10.00 or 5% of past due balance, whichever is greater
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
Illegal Use of Fire Hydrant	\$500.00 + Damages
<b>*schedule of costs and rates maintained on file with the Utilities Department</b>	

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10-Year Water Rate Forecast

Rate Equalization (%):		150%	145%	140%	135%	130%	125%	120%	115%	110%	105%	100%	100%	100%	100%
		FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
		Adopted	Adopted	Adopted	Adopte	Adopted	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Inside City	Base Charges														
	3/4"	\$ 6.00	\$ 6.52	\$ 7.43	\$ 8.32	\$ 9.96	\$ 10.76	\$ 11.62	\$ 12.55	\$ 13.55	\$ 14.64	\$ 15.81	\$ 17.07	\$ 18.44	\$ 19.92
	1"	7.11	7.61	8.67	9.71	12.12	13.09	14.13	15.26	16.49	17.80	19.23	20.77	22.43	24.22
	1.5"	9.87	10.51	11.74	13.15	17.50	18.91	20.42	22.05	23.81	25.72	27.78	30.00	32.40	34.99
	2"	13.17	14.04	15.67	17.56	23.97	25.89	27.96	30.19	32.61	35.22	38.04	41.08	44.37	47.91
	3"	20.92	22.29	24.89	27.87	44.44	48.00	51.84	55.98	60.46	65.30	70.52	76.16	82.26	88.84
	4"	31.96	34.06	38.04	42.60	71.38	77.09	83.25	89.91	97.11	104.88	113.27	122.33	132.11	142.68
	6"	59.58	63.48	70.89	79.40	152.19	164.36	177.51	191.71	207.05	223.61	241.50	260.82	281.69	304.22
	8"	92.71	98.79	110.32	123.56	179.12	193.45	208.93	225.64	243.69	263.19	284.24	306.98	331.54	358.07
	Vol. Charges - Residential														
	0 - 3 kgal	\$ 2.85	\$ 3.17	\$ 4.00	\$ 4.48	\$ 3.76	\$ 4.06	\$ 4.38	\$ 4.73	\$ 5.11	\$ 5.52	\$ 5.96	\$ 6.44	\$ 6.96	\$ 7.51
	3 - 6 kgal	2.85	3.17	4.00	4.48	5.01	5.41	5.84	6.31	6.82	7.36	7.95	8.59	9.27	10.02
	6 - 14 kgal	3.14	3.49	4.40	4.93	6.26	6.76	7.31	7.89	8.52	9.20	9.94	10.73	11.59	12.52
	> 14 kgal	3.56	3.97	5.00	5.60	7.52	8.12	8.77	9.47	10.23	11.04	11.93	12.88	13.91	15.03
	Vol. Charges - Commercial/Industrial														
	0 - 40 kgal	\$ 2.85	\$ 3.17	\$ 4.00	\$ 4.48	\$ 5.01	\$ 5.41	\$ 5.84	\$ 6.31	\$ 6.82	\$ 7.36	\$ 7.95	\$ 8.59	\$ 9.27	\$ 10.02
	40 - 200 kgal	2.35	2.75	3.65	4.28	5.01	5.41	5.84	6.31	6.82	7.36	7.95	8.59	9.27	10.02
	> 200 kgal	2.22	2.53	3.28	3.80	5.01	5.41	5.84	6.31	6.82	7.36	7.95	8.59	9.27	10.02
	Vol. Charges - Irrigation														
	0 - 40 kgal	\$ 3.56	\$ 3.97	\$ 5.00	\$ 5.60	\$ 10.02	\$ 10.82	\$ 10.82	\$ 12.62	\$ 13.63	\$ 14.73	\$ 15.90	\$ 17.18	\$ 18.55	\$ 20.03
	> 40 kgal	4.06	4.47	5.50	6.10	10.52	11.36	11.36	13.26	14.32	15.46	16.70	18.03	19.48	21.04

10-Year Water Rate Forecast

Rate Equalization (%):		150%	145%	140%	135%	130%	125%	120%	115%	110%	105%	100%	100%	100%	100%
		FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
		Adopted	Adopted	Adopted	Adopted	Adopted	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Outside City	Base Charges														
	3/4"	\$ 9.00	\$ 9.45	\$ 10.40	\$ 11.23	\$ 12.95	\$ 13.45	\$ 13.94	\$ 14.43	\$ 14.91	\$ 15.37	\$ 15.81	\$ 17.07	\$ 18.44	\$ 19.92
	1"	10.66	11.03	12.14	13.11	15.75	16.36	16.96	17.55	18.13	18.69	19.23	20.77	22.43	24.22
	1.5"	14.80	15.24	16.44	17.75	22.76	23.63	24.50	25.36	26.20	27.01	27.78	30.00	32.40	34.99
	2"	19.76	20.35	21.94	23.70	31.16	32.36	33.55	34.72	35.87	36.98	38.04	41.08	44.37	47.91
	3"	31.37	32.32	34.84	37.63	57.77	60.00	62.20	64.38	66.51	68.56	70.52	76.16	82.26	88.84
	4"	47.95	49.39	53.25	57.51	92.79	96.36	99.91	103.40	106.82	110.12	113.27	122.33	132.11	142.68
	6"	89.37	92.05	99.25	107.19	197.84	205.45	213.01	220.47	227.75	234.79	241.50	260.82	281.69	304.22
	8"	139.07	143.25	154.45	166.81	232.86	241.82	250.71	259.49	268.06	276.35	284.24	306.98	331.54	358.07
	Vol. Charges - Residential														
	0 - 3 kgal	\$ 4.28	\$ 4.60	\$ 5.60	\$ 6.05	\$ 4.89	\$ 5.07	\$ 5.26	\$ 5.44	\$ 5.62	\$ 5.80	\$ 5.96	\$ 6.44	\$ 6.96	\$ 7.51
	3 - 6 kgal	4.28	4.60	5.60	6.05	6.51	6.76	7.01	7.26	7.50	7.73	7.95	8.59	9.27	10.02
	6 - 14 kgal	4.70	5.06	6.16	6.65	8.14	8.46	8.77	9.07	9.37	9.66	9.94	10.73	11.59	12.52
	> 14 kgal	5.34	5.75	7.00	7.56	9.77	10.15	10.52	10.89	11.25	11.60	11.93	12.88	13.91	15.03
	Vol. Charges - Commercial/Industrial														
	0 - 40 kgal	\$ 4.28	\$ 4.60	\$ 5.60	\$ 6.05	\$ 6.51	\$ 6.76	\$ 7.01	\$ 7.26	\$ 7.50	\$ 7.73	\$ 7.95	\$ 8.59	\$ 9.27	\$ 10.02
	40 - 200 kgal	3.52	3.99	5.11	5.78	6.51	6.76	7.01	7.26	7.50	7.73	7.95	8.59	9.27	10.02
	> 200 kgal	3.33	3.67	4.60	5.13	6.51	6.76	7.01	7.26	7.50	7.73	7.95	8.59	9.27	10.02
	Vol. Charges - Irrigation														
	0 - 40 kgal	\$ 5.34	\$ 5.75	\$ 7.00	\$ 7.56	\$ 13.03	\$ 13.53	\$ 14.03	\$ 14.52	\$ 15.00	\$ 15.46	\$ 15.90	\$ 17.18	\$ 18.55	\$ 20.03
	> 40 kgal	5.84	6.25	7.50	8.06	13.68	14.21	14.73	15.24	15.75	16.23	16.70	18.03	19.48	21.04



10-Year Water Rate Forecast

Rate Equalization (%):		150%	145%	140%	135%	130%	125%	120%	115%	110%	105%	100%	100%	100%	100%
		FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
		Adopted	Adopted	Adopted	Adopted	Adopted	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Wholesale & Other	Base Charges														
	3/4"	\$ 9.00	\$ 9.45	\$ 10.40	\$ 11.23	\$ 12.95	\$ 13.45	\$ 13.94	\$ 14.43	\$ 14.91	\$ 15.37	\$ 15.81	\$ 17.07	\$ 18.44	\$ 19.92
	1"	10.66	11.03	12.14	13.11	15.75	16.36	16.96	17.55	18.13	18.69	19.23	20.77	22.43	24.22
	1.5"	14.80	15.24	16.44	17.75	22.76	23.63	24.50	25.36	26.20	27.01	27.78	30.00	32.40	34.99
	2"	19.76	20.35	21.94	23.70	31.16	32.36	33.55	34.72	35.87	36.98	38.04	41.08	44.37	47.91
	3"	31.37	32.32	34.84	37.63	57.77	60.00	62.20	64.38	66.51	68.56	70.52	76.16	82.26	88.84
	4"	47.95	49.39	53.25	57.51	92.79	96.36	99.91	103.40	106.82	110.12	113.27	122.33	132.11	142.68
	6"	89.37	92.05	99.25	107.19	197.84	205.45	213.01	220.47	227.75	234.79	241.50	260.82	281.69	304.22
	8"	139.07	143.25	154.45	166.81	232.86	241.82	250.71	259.49	268.06	276.35	284.24	306.98	331.54	358.07
	Vol. Charges - Municipal / Wholesale														
	All Usage, Per 1kgal	\$ 2.85	\$ 3.17	\$ 4.00	\$ 4.48	\$ 5.01	\$ 5.41	\$ 5.84	\$ 6.31	\$ 6.82	\$ 7.36	\$ 7.95	\$ 8.59	\$ 9.27	\$ 10.02
	Vol. Charges - Bulk Water														
	All Usage, Per 1kgal	\$ 5.34	\$ 5.75	\$ 7.00	\$ 7.56	\$ 9.77	\$ 10.15	\$ 10.52	\$ 10.89	\$ 11.25	\$ 11.60	\$ 11.93	\$ 12.88	\$ 13.91	\$ 15.03
	Base Charges - Public Schools														
		\$ 6.00	\$ 6.52	\$ 7.43	\$ 8.32	\$ 9.96	\$ 10.76	\$ 11.62	\$ 12.55	\$ 13.55	\$ 14.64	\$ 15.81	\$ 17.07	\$ 18.44	\$ 19.92
	Vol. Charges - Public Schools														
	All Usage, Per 1kgal	\$ 2.85	\$ 3.17	\$ 4.00	\$ 4.48	\$ 5.01	\$ 5.41	\$ 5.84	\$ 6.31	\$ 6.82	\$ 7.36	\$ 7.95	\$ 8.59	\$ 9.27	\$ 10.02

10-Year Wastewater Rate Forecast

Rate Equalization (%):		150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%
		FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
		Adopted	Adopted	Adopted	Adopted	Adopted	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Inside City	Base Charges														
	3/4"	\$ 7.21	\$ 7.27	\$ 8.00	\$ 8.92	\$ 11.16	\$ 12.16	\$ 13.26	\$ 14.45	\$ 15.75	\$ 17.17	\$ 18.71	\$ 20.40	\$ 22.23	\$ 24.24
	1"	9.07	9.14	10.09	11.25	13.53	14.75	16.08	17.53	19.10	20.82	22.70	24.74	26.96	29.39
	1.5"	13.66	13.77	15.29	17.04	19.47	21.22	23.13	25.21	27.48	29.95	32.65	35.59	38.79	42.28
	2"	19.20	19.35	21.55	24.03	26.59	28.98	31.59	34.43	37.53	40.91	44.59	48.60	52.98	57.75
	3"	32.14	32.39	36.27	40.44	49.14	53.56	58.38	63.64	69.36	75.61	82.41	89.83	97.91	106.72
	4"	50.62	51.02	57.30	63.89	78.81	85.90	93.63	102.06	111.25	121.26	132.17	144.07	157.03	171.17
	6"	96.77	97.53	109.82	122.45	167.83	182.93	199.39	217.34	236.90	258.22	281.46	306.79	334.40	364.50
	8"	152.17	153.37	172.87	192.74	197.50	215.27	234.65	255.76	278.78	303.87	331.22	361.03	393.52	428.94
	Vol. Charges - Inside City														
All Usage, Per 1kgal	\$ 5.05	\$ 5.07	\$ 5.68	\$ 6.33	\$6.88	\$ 7.50	\$ 8.17	\$ 8.91	\$ 9.71	\$ 10.59	\$ 11.54	\$ 12.58	\$ 13.71	\$ 14.94	
Sewer Only Flat Rate	\$ -	\$ -	\$ -	\$32.98	\$37.31	\$ 40.66	\$ 44.32	\$ 48.31	\$ 52.66	\$ 57.40	\$ 62.57	\$ 68.20	\$ 74.33	\$ 81.02	

10-Year Wastewater Rate Forecast

Rate Equalization (%):		150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%
		FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
		Adopted	Adopted	Adopted	Adopted	Adopted	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Outside City	Base Charges														
	3/4"	\$ 10.82	\$ 10.90	\$ 12.00	\$ 13.38	\$ 16.74	\$ 18.24	\$ 19.89	\$ 21.68	\$ 23.63	\$ 25.75	\$ 28.07	\$ 30.60	\$ 33.35	\$ 36.35
	1"	13.60	13.70	15.14	16.88	20.30	22.13	24.12	26.29	28.65	31.23	34.04	37.11	40.45	44.09
	1.5"	20.49	20.60	22.93	25.57	29.20	31.83	34.69	37.82	41.22	44.93	48.97	53.38	58.18	63.42
	2"	28.81	29.03	32.32	36.04	39.88	43.47	47.38	51.65	56.30	61.36	66.89	72.91	79.47	86.62
	3"	48.21	48.59	54.41	60.66	73.71	80.34	87.57	95.45	104.04	113.41	123.62	134.74	146.87	160.09
	4"	75.93	76.52	85.94	95.83	118.22	128.85	140.45	153.09	166.87	181.89	198.26	216.10	235.55	256.75
	6"	145.16	146.30	164.73	183.67	251.74	274.39	299.09	326.01	355.35	387.33	422.19	460.19	501.60	546.75
	8"	228.26	230.06	259.30	289.12	296.25	322.91	351.97	383.65	418.17	455.81	496.83	541.55	590.29	643.41
	Vol. Charges - Outside City														
All Usage, Per 1kgal		\$ 7.58	\$ 7.60	\$ 8.52	\$ 9.50	\$ 10.32	\$ 11.25	\$ 12.26	\$ 13.37	\$ 14.57	\$ 15.88	\$ 17.31	\$ 18.87	\$ 20.57	\$ 22.42
Sewer Only Flat Rate		\$ -	\$ -	\$ -	\$ 49.47	\$ 55.96	\$ 60.99	\$ 66.48	\$ 72.47	\$ 78.99	\$ 86.10	\$ 93.85	\$ 102.29	\$ 111.50	\$ 121.54

10-Year Wastewater Rate Forecast

Rate Equalization (%):		150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%	150%
		FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
		Adopted	Adopted	Adopted	Adopted	Adopted	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Wholesale & Other	Base Charges														
	3/4"	\$ 10.82	\$ 10.90	\$ 12.00	\$ 13.38	\$ 16.74	\$ 18.24	\$ 19.89	\$ 21.68	\$ 23.63	\$ 25.75	\$ 28.07	\$ 30.60	\$ 33.35	\$ 36.35
	1"	13.60	13.70	15.14	16.88	20.30	22.13	24.12	26.29	28.65	31.23	34.04	37.11	40.45	44.09
	1.5"	20.49	20.60	22.93	25.57	29.20	31.83	34.69	37.82	41.22	44.93	48.97	53.38	58.18	63.42
	2"	28.81	29.03	32.32	36.04	39.88	43.47	47.38	51.65	56.30	61.36	66.89	72.91	79.47	86.62
	3"	48.21	48.59	54.41	60.66	73.71	80.34	87.57	95.45	104.04	113.41	123.62	134.74	146.87	160.09
	4"	75.93	76.52	85.94	95.83	118.22	128.85	140.45	153.09	166.87	181.89	198.26	216.10	235.55	256.75
	6"	145.16	146.30	164.73	183.67	251.74	274.39	299.09	326.01	355.35	387.33	422.19	460.19	501.60	546.75
	8"	228.26	230.06	259.30	289.12	296.25	322.91	351.97	383.65	418.17	455.81	496.83	541.55	590.29	643.41
	Vol. Charges - Wholesale, Internal, Henderson County														
	All Usage, Per 1kgal	\$ 7.58	\$ 7.60	\$ 8.52	\$ 9.50	\$ 10.32	\$ 11.25	\$ 12.26	\$ 13.37	\$ 14.57	\$ 15.88	\$ 17.31	\$ 18.87	\$ 20.57	\$ 22.42
	Base Charges - Public Schools														
	All Usage, Per 1kgal	\$ 7.21	\$ 7.27	\$ 8.00	\$ 8.92	\$ 11.16	\$ 12.16	\$ 13.26	\$ 14.45	\$ 15.75	\$ 17.17	\$ 18.71	\$ 20.40	\$ 22.23	\$ 24.24
	Vol. Charges - Public Schools														
	All Usage, Per 1kgal	\$ 5.05	\$ 5.07	\$ 5.68	\$ 6.33	\$ 6.88	\$ 7.50	\$ 8.17	\$ 8.91	\$ 9.71	\$ 10.59	\$ 11.54	\$ 12.58	\$ 13.71	\$ 14.94



The City of Hendersonville maintains a Capital Improvement Plan (CIP) to track and plan for future-year projects. The CIP is amended and adopted on an annual basis, with each fiscal year's budget process. The adopted CIP spans 10(+) years from date of adoption.

The City's CIP utilizes a two-dimension rating system where two types of priorities are established, the categories for each are ranked and assigned a numeric score, and the scores for the categories from one dimension are multiplied by the scores for the categories from the other dimension to produce a matrix of ratings. The two dimensions used in the City's matrix are (1) the degree of urgency and (2) the priority of the function, each with subsets ranked from high to low. A low rating on this matrix would equate to a high priority project for the City, and a high rating would equate to a low priority project. The image below is an excerpt from the City's CIP illustrating the City's rating system. As priorities change over time, the corresponding priority ranking for respective projects are re-evaluated each fiscal year.

City of Hendersonville Two-Dimension Rating Matrix								
		Priority of Function						
		1 Protection	2 Environmental Health	3 General Government	4 Maintenance	5 Community Development	6 Recreation	7 History / Culture
Degree of Urgency	1 Legislation	1	2	3	4	5	6	7
	2 Hazard	2	4	6	8	10	12	14
	3 Efficiency	3	6	9	12	15	18	21
	4 Economic Advantage	4	8	12	16	20	24	28
	5 Expand Service	5	10	15	20	25	30	35
	6 New Program / Convenience	6	12	18	24	30	36	42

The ratings for each category are detailed in the CIP as follows:

#### Degrees of Urgency:

1. Legislation: Required by legislation or regulation of federal or state government.
2. Hazard: Removes an obvious or potential hazard to public health or safety.
3. Efficiency: Replaces equipment or a facility that is obsolete, or would be too costly to repair, or maintains and better utilizes existing equipment and facilities.
4. Economic Advantage: Directly benefits the City's economic base by increasing property values or other revenue potential.
5. Expand Service: Expands or increase a service or improves a standard of service.
6. New Program or Convenience: Makes possible a new service or increase convenience or comfort.

#### Priority of Function:

1. Protection of persons and property: police, fire, rescue, inspections, etc.
2. Environmental Health: water, sewer, sanitation, public health, etc.
3. General Government: office facilities, central services, etc.
4. Maintenance: general maintenance of City owned property.
5. Community Development: public housing, rehabilitation, etc.
6. Recreation: Parks, athletic programs, etc.
7. Heritage/Culture: education, libraries, historic districts, etc.

In FY25, the City has prioritized all water and wastewater capital projects to be included in the Water and Sewer Capital Project Fund (460). Generally, projects in this fund are multi-year and utilize financing sources other than pay-as-you-go ("pay-go") resources. Typical funding sources include, but are not limited to grants, state revolving fund (SRF) loans, major debt issuances (such as revenue bonds), and reserve funding. In the Water and Sewer Capital Project Fund section of this annual budget, numerical priority levels may be found to the immediate left column of project names, in a yellow-colored column. An example of the prioritization is provided in the table below.

<b>Water &amp; Sewer Capital Fund</b>	<b>9</b>	CCTV Truck Replacement, #24004	390,000
	<b>10</b>	Howard Gap Rd. Water Extension (ES-2)	9,500,000
	<b>9</b>	Hunters Glen Water Pump Station Replacement	150,000
	<b>4</b>	Lead Service Line Replacement Project, #24005	573,420
	<b>9</b>	Long John Mountain Water Improvements #18014	10,670,000
	<b>12</b>	NCDOT Highland Lake Rd, #17127	575,000
	<b>10</b>	Vactor Truck Storage Building	660,000
	<b>4</b>	WTP 15MGD Expansion, #19207	2,131,500
	<b>4</b>	WTP Sludge Transfer Pump and Backwash Pump Upgrade	3,200,000
	<b>4</b>	WWTP 6MGD Expansion and Improvements, #24002	34,000,000
	<b>6</b>	WWTP Biosolid Thermal Dryer #16036	17,492,000
	<b>12</b>	WWTP Septage Recieveing Improvements	100,000
	2025 Total		79,441,920

Capital Improvement Plan

Dept.	Description	Project Title	Total Cost	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35+	Fund	Dept.	Acct.	Funding Source
City Engineer	Transportation	Sidewalk   EB-5963 Grove Street Sidewalk	947,198	112,270	834,928	-	-	-	-	-	-	-	-	-	410	1014	550103	GF Cash/DOT 80%
	2025 Total		947,198	112,270	834,928	-	-	-	-	-	-	-	-	-				
	Transportation	Striping   Fleming Street	16,717	-	16,717	-	-	-	-	-	-	-	-	-	410	1014	550103	GF Cash
	Transportation	Traffic Calming   Traffic Calming Improvements	490,000	-	40,000	40,000	45,000	45,000	50,000	50,000	55,000	55,000	55,000	55,000	410	1014	550103	GF Cash
	2026 Total		506,717	-	56,717	40,000	45,000	45,000	50,000	50,000	55,000	55,000	55,000	55,000				
	Vehicle	#VE027   Vehicle Replacement	200,000	-	-	50,000	-	50,000	-	50,000	-	50,000	-	-	410	1014	550103	Loan
	Transportation	Greenway   Above the Mud Greenway & Streetscape	19,147,701	-	-	1,947,731	668,721	16,531,248	-	-	-	-	-	-	410	1014	550103	G.O. Bond
	Facilities	Parking   Maple St Parking Lot	273,182	-	-	273,182	-	-	-	-	-	-	-	-	464	7455	550103	PRK Cash
	Facilities	Parking   Operations Center Parking Lot Replacement	601,000	-	-	601,000	-	-	-	-	-	-	-	-	464	7455	550103	PRK Cash
	Transportation	Sidewalk   Various Sidewalk Connection to Ecusta Trail	657,822	-	-	657,822	-	-	-	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Sidewalks   Greenville Highway (NC 225) Sidewalks	200,000	-	-	200,000	-	-	-	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Traffic Calming   4th Avenue Bicycle Boulevard	62,724	-	-	62,724	-	-	-	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	2027 Total		21,142,427	-	-	3,792,458	668,721	16,581,248	-	50,000	-	50,000	-	-				
	Transportation	Sidewalk   King Street Improvements	2,041,673	-	-	-	2,041,673	-	-	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Street   S. Main St. Streetscape (Allen to S. King)	6,956,444	-	-	-	826,574	283,790	5,846,080	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	2028 Total		8,998,117	-	-	-	2,868,247	283,790	5,846,080	-	-	-	-	-				
	Transportation	Sidewalk   Church Street Improvements	3,303,931	-	-	-	-	3,303,931	-	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Street   5th Avenue Streetscape (Church to Maple)	8,429,573	-	-	-	-	1,001,613	343,887	7,084,073	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Striping   Locust/Maple Bike Lanes	373,165	-	-	-	-	373,165	-	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	2029 Total		12,106,670	-	-	-	-	4,678,709	343,887	7,084,073	-	-	-	-				
	Parks	Grounds   Clear Creek Greenway Restroom	298,513	-	-	-	-	-	298,513	-	-	-	-	-	410	1014	550103	GF Cash
	Parks	Grounds   Clear Creek Trail Loop and Bike Track	1,194,052	-	-	-	-	-	1,194,052	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Parks	Parking   Clear Creek Rd Trailhead Parking Lot	358,216	-	-	-	-	-	358,216	-	-	-	-	-	410	1014	550103	GF Cash
	Transportation	Street   3rd Avenue Streetscape (Church to King)	3,907,107	-	-	-	-	-	464,248	159,392	3,283,468	-	-	-	410	1014	550103	GF Cash
	Transportation	Striping   Ashe Street	279,535	-	-	-	-	-	279,535	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Striping   Washington Street	182,773	-	-	-	-	-	182,773	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Striping   Whitted Street	194,868	-	-	-	-	-	194,868	-	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	2030 Total		6,415,063	-	-	-	-	-	2,972,204	159,392	3,283,468	-	-	-				
	Transportation	Street   2nd Avenue Streetscape (Church to King)	4,024,320	-	-	-	-	-	-	478,175	164,173	3,381,972	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Striping   5th Avenue Bike Lanes	318,374	-	-	-	-	-	-	318,374	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	Transportation	Striping   7th Avenue Bike Lanes	318,374	-	-	-	-	-	-	318,374	-	-	-	-	410	1014	550103	GF Cash/Powell Bill
	2031 Total		4,661,068	-	-	-	-	-	-	1,114,923	164,173	3,381,972	-	-				
	Transportation	Street   1st Avenue Streetscape (Church to King)	4,145,050	-	-	-	-	-	-	-	-	492,520	169,099	3,483,431	410	1014	550103	GF Cash/Powell Bill
	2032 Total		4,145,050	-	-	-	-	-	-	-	-	492,520	169,099	3,483,431				
	Transportation	Greenway   Allen Branch Greenway	8,371,846	-	-	-	-	-	-	-	-	-	-	8,371,846	410	1014	550103	G.O. Bond
	Transportation	Greenway   Britton Creek Greenway	1,121,229	-	-	-	-	-	-	-	-	-	-	1,121,229	410	1014	550103	GF Cash/Powell Bill
	Transportation	Greenway   Cherry Branch Greenway	4,709,164	-	-	-	-	-	-	-	-	-	-	4,709,164	410	1014	550103	G.O. Bond
	Transportation	Sidewalk   Asheville Highway Pedestrian Improvements	3,500,000	-	-	-	-	-	-	-	-	-	-	3,500,000	410	1014	550103	G.O. Bond
	Transportation	Sidewalk   Clear Creek Road Sidewalk Extension	2,877,822	-	-	-	-	-	-	-	-	-	-	2,877,822	410	1014	550103	G.O. Bond
	Transportation	Sidewalk   Maple Street Sidewalk Improvements	1,431,298	-	-	-	-	-	-	-	-	-	-	1,431,298	410	1014	550103	GF Cash/Powell Bill
	Transportation	Sidewalk   Spartanburg Highway Pedestrian Improvements	5,000,000	-	-	-	-	-	-	-	-	-	-	5,000,000	410	1014	550103	G.O. Bond
	Transportation	Sidewalk   Upward Road Sidewalk Improvements Project	9,120,717	-	-	-	-	-	-	-	-	-	-	9,120,717	410	1014	550103	G.O. Bond
	Transportation	Sidewalk   US 64 Pedestrian Improvements	4,000,000	-	-	-	-	-	-	-	-	-	-	4,000,000	410	1014	550103	G.O. Bond
	Transportation	Sidewalks   Duncan Hill Road (SR 1525) Sidewalks	1,885,327	-	-	-	-	-	-	-	-	-	-	1,885,327	410	1014	550103	GF Cash/Powell Bill
	Transportation	Sidewalks   Highland Square Drive Sidewalks	4,698,090	-	-	-	-	-	-	-	-	-	-	4,698,090	410	1014	550103	G.O. Bond
	Transportation	Sidewalks   Kanuga Road Sidewalks	1,241,658	-	-	-	-	-	-	-	-	-	-	1,241,658	410	1014	550103	GF Cash/Powell Bill
	Transportation	Sidewalks   Orleans Avenue Sidewalks	4,638,568	-	-	-	-	-	-	-	-	-	-	4,638,568	410	1014	550103	G.O. Bond
	Transportation	Sidewalks   Washington Street Sidewalks	495,556	-	-	-	-	-	-	-	-	-	-	495,556	410	1014	550103	GF Cash/Powell Bill
	Transportation	Street   Grove Street Bike Lanes	5,322,017	-	-	-	-	-	-	-	-	-	-	5,322,017	410	1014	550103	G.O. Bond
	2035+ Total		58,413,291	-	-	-	-	-	-	-	-	-	-	58,413,291				
City Engineer Total			117,335,601	112,270	891,645	3,832,458	3,581,968	21,588,748	9,212,171	8,458,388	3,502,641	3,979,492	224,099	61,951,722				

Capital Improvement Plan

Dept.	Description	Project Title	Total Cost	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35+	Fund	Dept.	Acct.	Funding Source
Community Dev.		#VE025   Com.Dev. Van Replacement	40,000	-	40,000	-	-	-	-	-	-	-	-	-	410	2102	554002	Loan
		#VE025   DT Crew Truck	50,000	-	50,000	-	-	-	-	-	-	-	-	-	410	2102	554002	Loan
		#VE026   DT Crew Cart/UTV	40,000	-	40,000	-	-	-	-	-	-	-	-	-	410	2102	554001	Loan
		7th Ave Pedestrian Wayfinding	20,000	-	20,000	-	-	-	-	-	-	-	-	-	21	2202	554001	MSD Cash
		7th Ave Streetscape Soft Costs	30,000	-	30,000	-	-	-	-	-	-	-	-	-	410	2202	550103	MSD Cash
		7th Ave trash/recycling cans	2,600	-	2,600	-	-	-	-	-	-	-	-	-	21	2202	534000	MSD Cash
		Bike Racks	3,000	-	3,000	-	-	-	-	-	-	-	-	-	20	2102	534000	MSD Cash
		Brick Crosswalk Replacements	26,500	-	500	1,000	1,500	2,000	2,500	3,000	3,500	4,000	4,000	4,500	20	2102	555001	MSD Cash
		Decorative Lighting on Avenues	250,000	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	20	2102	554001	MSD Cash
		Dog Waste Dispensers	2,850	-	2,850	-	-	-	-	-	-	-	-	-	20	2102	534000	MSD Cash
		Main St. Electrical Panel Upgrade	240,000	-	80,000	80,000	80,000	-	-	-	-	-	-	-	10/20	2102	554001	MSD Cash
		Main Street Table / Chair replacement	3,600	-	3,600	-	-	-	-	-	-	-	-	-	20	2102	534000	MSD Cash
		Pressure Washer for downtown crew	4,500	-	4,500	-	-	-	-	-	-	-	-	-	20	2102	534000	MSD Cash
		Self-Watering Hanging Baskets	31,800	-	15,900	15,900	-	-	-	-	-	-	-	-	20	2102	534000	MSD Cash
		Shrub Replacement	18,000	-	5,500	6,000	6,500	-	-	-	-	-	-	-	20	2102	553000	MSD Cash
		Street bench replacement	33,000	-	10,500	11,000	11,500	-	-	-	-	-	-	-	20	2102	534000	MSD Cash
		Trash/Recycling - Main Street MSD	5,200	-	5,200	-	-	-	-	-	-	-	-	-	20	2102	534000	MSD Cash
	2026 Total		801,050	-	339,150	138,900	124,500	27,000	27,500	28,000	28,500	29,000	29,000	29,500				
		Depot Plaza Improvement Construction	300,000	-	-	-	300,000	-	-	-	-	-	-	-	410	2102	550103	STW Grant
	2028 Total		300,000	-	-	-	300,000	-	-	-	-	-	-	-				
Community Development Total			1,101,050	-	339,150	138,900	424,500	27,000	27,500	28,000	28,500	29,000	29,000	29,500				
Environmental Services		#VE025 - 16-01 3500 Series Truck	50,000	50,000	-	-	-	-	-	-	-	-	-	-	468	7855	554002	Loan
		Annual Brush and Leaf Grinding - ESF	329,500	27,500	28,000	28,500	29,000	29,500	30,000	30,500	31,000	31,500	32,000	32,000	67/68	7855	519200	ESF Cash
		Tree Removal from City ROW	220,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	68	7855	519200	ESF Cash
	2025 Total		599,500	97,500	48,000	48,500	49,000	49,500	50,000	50,500	51,000	51,500	52,000	52,000				
		#VE025 - 61-08 Leaf Machine - Full Vehicle	467,050	-	467,050	-	-	-	-	-	-	-	-	-	67/68	7855	554001	Loan
		#VE025 - Side x Side	20,000	-	20,000	-	-	-	-	-	-	-	-	-	68	7855	554001	Loan
	2026 Total		487,050	-	487,050	-	-	-	-	-	-	-	-	-				
Environmental Services Total			1,086,550	97,500	535,050	48,500	49,000	49,500	50,000	50,500	51,000	51,500	52,000	52,000				
Fire		AEDs Replacement	175,000	75,000	-	-	-	-	100,000	-	-	-	-	-	10	1400	554001	GF Cash
		Chest Compression System - LUCAS	37,000	20,000	-	-	17,000	-	-	-	-	-	-	-	10	1400	554001	GF Cash
		Multi-Gas Monitor Replacement	30,000	10,000	-	-	-	20,000	-	-	-	-	-	-	10	1400	554001	GF Cash
		Tablet Replacement	90,000	10,000	20,000	-	-	20,000	-	-	20,000	20,000	-	-	10	1400	534000	GF Cash
	2025 Total		332,000	115,000	20,000	-	17,000	40,000	100,000	-	20,000	20,000	-	-				
		#VE025   14-101   2019 T/L Truck	130,000	-	65,000	-	-	-	65,000	-	-	-	-	-	410	1400	554002	Loan
		#VE025   14-103   2019 Ast. Fire Marshall Truck	130,000	-	65,000	-	-	-	65,000	-	-	-	-	-	410	1400	554002	Loan
		#VE025   15-28   2020 Bat.Chief SUV	210,000	-	70,000	70,000	-	-	70,000	-	-	-	-	-	410	1400	554001	Loan
		#VE025   15-32   2020 Bat. Chief SUV	140,000	-	70,000	-	-	-	70,000	-	-	-	-	-	410	1400	554001	Loan
		#VE026   14-105   2019 Truck (Station 2)	90,000	-	45,000	-	-	-	-	45,000	-	-	-	-	410	1400	554002	GF Cash
		#VE026   15-35   2019 SUV (901)	140,000	-	70,000	-	-	-	-	70,000	-	-	-	-	410	1400	554002	GF Cash
		#VE026   15-36   2020 SUV (902)	140,000	-	70,000	-	-	-	-	70,000	-	-	-	-	410	1400	554002	GF Cash
		Balistic Helments & Vests	55,000	-	55,000	-	-	-	-	-	-	-	-	-	10	1400	521110	GF Cash
		Commission on Fire Accreditation International	16,250	-	6,250	10,000	-	-	-	-	-	-	-	-	10	1400	519200	GF Cash
		Extrication Equipment Replacement	35,000	-	35,000	-	-	-	-	-	-	-	-	-	10	1400	554001	GF Cash
		Fire Education House Inflatable	12,000	-	12,000	-	-	-	-	-	-	-	-	-	10	1400	554001	GF Cash
		Fire Station #1 Covered Patio, #19019	125,000	-	125,000	-	-	-	-	-	-	-	-	-	410	1400	550103	GF Cash
		Fire Station #2 Renovation	75,000	-	75,000	-	-	-	-	-	-	-	-	-	10	1400	552001	GF Cash
		Fire Station #3, Project #19018	8,500,000	-	8,500,000	-	-	-	-	-	-	-	-	-	410	1400	550103	Loan
		Power Hose Roller	10,000	-	10,000	-	-	-	-	-	-	-	-	-	10	1400	554001	GF Cash
		Salus Saunas for Decontamination	14,000	-	14,000	-	-	-	-	-	-	-	-	-	10	1400	554001	GF Cash
		Training Facility	250,000	-	250,000	-	-	-	-	-	-	-	-	-	410	1400	550103	Loan
		Vehicle Stabilization Struts	50,000	-	25,000	-	-	-	-	-	25,000	-	-	-	10	1400	554001	GF Cash
	2026 Total		10,122,250	-	9,562,250	80,000	-	-	270,000	185,000	25,000	-	-	-				
		#VE027   15-29   2020 SUV (903)	70,000	-	-	70,000	-	-	-	-	-	-	-	-	410	1400	554002	Loan
		Engine 5 Replacement	900,000	-	-	900,000	-	-	-	-	-	-	-	-	410	1400	550103	Loan
		Replace Exercise Equipment	45,000	-	-	45,000	-	-	-	-	-	-	-	-	10	1400	554001	GF Cash
		Replace Extrication Equipment	75,000	-	-	25,000	25,000	25,000	-	-	-	-	-	-	10	1400	554001	GF Cash
	2027 Total		1,090,000	-	-	1,040,000	25,000	25,000	-	-	-	-	-	-				



Capital Improvement Plan

Dept.	Description	Project Title	Total Cost	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35+	Fund	Dept.	Acct.	Funding Source
Fire		#VE028   Dept. Chief of Admin. Vehicle	65,000	-	-	-	65,000	-	-	-	-	-	-	-	410	1400	554002	Loan
		#VE028   Fire Marshall Vehicle	65,000	-	-	-	65,000	-	-	-	-	-	-	-	410	1400	554002	Loan
		14-122   Truck, VE028	50,000	-	-	-	50,000	-	-	-	-	-	-	-	410	1400	554002	Loan
		Preemption Devices	200,000	-	-	-	200,000	-	-	-	-	-	-	-	10	1400	554001	GF Cash
		Service/Rescue Company - Station 1	1,000,000	-	-	-	1,000,000	-	-	-	-	-	-	-	410	1400	550103	Loan
		Strategic Plan Update	50,000	-	-	-	50,000	-	-	-	-	-	-	-	10	1400	519200	GF Cash
	2028 Total		1,430,000	-	-	-	1,430,000	-	-	-	-	-	-	-				
		#VE029   Fire Marshal Vehicle	65,000	-	-	-	-	65,000	-	-	-	-	-	-	410	1400	554002	Loan
		#VE029   Fire SUV (TAC 9)	65,000	-	-	-	-	65,000	-	-	-	-	-	-	410	1400	554002	Loan
		Engine 30-09 (2013 Pierce)	900,000	-	-	-	-	900,000	-	-	-	-	-	-	410	1400	550103	Loan
	2029 Total		1,030,000	-	-	-	-	1,030,000	-	-	-	-	-	-				
		RAD 57 Monitor Replacement	20,000	-	-	-	-	-	20,000	-	-	-	-	-	10	1400	554001	GF Cash
		Replace Bail Out Kits	20,000	-	-	-	-	-	20,000	-	-	-	-	-	10	1400	554001	GF Cash
		Replace Rescue Jacks	20,000	-	-	-	-	-	20,000	-	-	-	-	-	10	1400	554001	GF Cash
	2030 Total		60,000	-	-	-	-	-	60,000	-	-	-	-	-				
		#VE031   SUV Replacement	65,000	-	-	-	-	-	-	65,000	-	-	-	-	410	1400	554002	Loan
		Replace Lion Smart Dummy	15,000	-	-	-	-	-	-	15,000	-	-	-	-	10	1400	554001	GF Cash
	2031 Total		80,000	-	-	-	-	-	-	80,000	-	-	-	-				
		Engine 30-10 (2017 Pierce)	900,000	-	-	-	-	-	-	-	900,000	-	-	-	410	1400	550103	Loan
		Thermal Imaging Camera Replacement	40,000	-	-	-	-	-	-	-	20,000	20,000	-	-	10	1400	554001	GF Cash
	2032 Total		940,000	-	-	-	-	-	-	-	920,000	20,000	-	-				
		Digital Fire Extinguisher Trainer	20,000	-	-	-	-	-	-	-	-	20,000	-	-	10	1400	554001	GF Cash
		Engine 30-11 (2020 Smeal)	900,000	-	-	-	-	-	-	-	-	900,000	-	-	410	1400	550103	Loan
		Fire Station #4 Property Acquisition	1,000,000	-	-	-	-	-	-	-	-	1,000,000	-	-	410	1400	550103	Loan
		Replace RTU w/ Trailer	40,000	-	-	-	-	-	-	-	-	40,000	-	-	10	1400	554001	GF Cash
	2033 Total		1,960,000	-	-	-	-	-	-	-	-	1,960,000	-	-				
		Fire Station #4	8,500,000	-	-	-	-	-	-	-	-	-	-	8,500,000	410	1400	550103	Loan
	2035+ Total		8,500,000	-	-	-	-	-	-	-	-	-	-	8,500,000				
Fire Total			25,544,250	115,000	9,582,250	1,120,000	1,472,000	1,095,000	430,000	265,000	965,000	2,000,000	-	8,500,000				
Parking		Electric Vehicle Charging Station Replacement	96,000	-	8,000	-	8,000	-	16,000	-	32,000	32,000	-	-	64	7455	554001	PRK Cash
		Parking Lot Striping	20,000	-	5,000	5,000	5,000	5,000	-	-	-	-	-	-	64	7455	519200	PRK Cash
		Public Parking - South Main Street	350,000	-	250,000	100,000	-	-	-	-	-	-	-	-	464	7455	550103	Loan
		Replacement Decorative light poles	24,000	-	6,000	6,000	6,000	6,000	-	-	-	-	-	-	64	7455	554001	PRK Cash
		Replacement Stopblocks and Signs	10,000	-	2,500	2,500	2,500	2,500	-	-	-	-	-	-	64	7455	534000	PRK Cash
		Replacment Banners and Brackets for Parking wayfinding	10,000	-	2,500	2,500	2,500	2,500	-	-	-	-	-	-	64	7455	534000	PRK Cash
		Surface Parking Improvements	150,000	-	50,000	50,000	50,000	-	-	-	-	-	-	-	64	7455	555001	PRK Cash
	2026 Total		660,000	-	324,000	166,000	74,000	16,000	16,000	-	32,000	32,000	-	-				
Parking Total			660,000	-	324,000	166,000	74,000	16,000	16,000	-	32,000	32,000	-	-				
Police		#VE025   14-56   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		#VE025   14-68   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		#VE025   14-69   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		#VE025   14-70   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		#VE025   14-80   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		#VE025   14-81   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		#VE025  14-85   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		#VE025  15-26   Marked SUV	65,000	65,000	-	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		911 Voice Logger (all 911 funds)	60,000	60,000	-	-	-	-	-	-	-	-	-	-	199	1300	554001	911 Funds
		Camera Systems and A/V Cloud Storage	1,314,000	114,000	114,000	114,000	120,000	120,000	120,000	120,000	120,000	120,000	126,000	126,000	10	1300	557001	GF Cash
		Civil Disobedience Gear	8,000	8,000	-	-	-	-	-	-	-	-	-	-	10	1300	521110	GF Cash
		Server Replacement (Back Up Domain)	25,000	25,000	-	-	-	-	-	-	-	-	-	-	10	1300	554001	GF Cash
	2025 Total		1,927,000	727,000	114,000	114,000	120,000	120,000	120,000	120,000	120,000	120,000	126,000	126,000				
		#VE026   Annual Vehicle Replacement	395,000	-	395,000	-	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		Cellular Forensic System Premium	12,000	-	12,000	-	-	-	-	-	-	-	-	-	10	1300	554001	GF Cash
		Computer Replacements	128,000	-	30,000	-	-	30,000	68,000	-	-	-	-	-	10	1300	554001	GF Cash
		Drone	10,000	-	10,000	-	-	-	-	-	-	-	-	-	10	1300	554001	GF Cash
		Gas Mask Replacement	30,000	-	30,000	-	-	-	-	-	-	-	-	-	10	1300	521110	GF Cash
		Laptop Replacements	76,000	-	38,000	38,000	-	-	-	-	-	-	-	-	10	1300	554001	GF Cash
		Polaris Side by Side	40,000	-	40,000	-	-	-	-	-	-	-	-	-	10	1300	554001	GF Cash
	2026 Total		691,000	-	555,000	38,000	-	30,000	68,000	-	-	-	-	-				
		#VE027   Annual Vehicle Replacement	400,000	-	-	400,000	-	-	-	-	-	-	-	-	410	1300	554002	Loan
		Side-Arm Replacements	40,000	-	-	40,000	-	-	-	-	-	-	-	-	10	1300	534000	GF Cash
		Taser Replacement	150,000	-	-	150,000	-	-	-	-	-	-	-	-	10	1300	554001	GF Cash
	2027 Total		590,000	-	-	590,000	-	-	-	-	-	-	-	-				
		#VE028   Annual Vehicle Replacement	405,000	-	-	-	405,000	-	-	-	-	-	-	-	410	1300	554002	Loan
	2028 Total		405,000	-	-	-	405,000	-	-	-	-	-	-	-				
		#VE029   Annual Vehicle Replacement	410,000	-	-	-	-	410,000	-	-	-	-	-	-	410	1300	554002	Loan
		Rifle and Accessory Replacements	16,500	-	-	-	-	16,500	-	-	-	-	-	-	10	1300	534000	GF Cash
		Server Replacement	25,000	-	-	-	-	25,000	-	-	-	-	-	-	10	1300	554001	GF Cash
	2029 Total		451,500	-	-	-	-	451,500	-	-	-	-	-	-				
		#VE030   Annual Vehicle Replacement	415,000	-	-	-	-	-	415,000	-	-	-	-	-	410	1300	554002	Loan
		Virtra Upgrade	76,000	-	-	-	-	-	38,000	38,000	-	-	-	-	10	1300	554001	GF Cash/Grant
	2030 Total		491,000	-	-	-	-	-	453,000	38,000	-	-	-	-				
Police Total			4,555,500	727,000	669,000	742,000	525,000	601,500	641,000	158,000	120,000	120,000	126,000	126,000				

Capital Improvement Plan

Dept.	Description	Project Title	Total Cost	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35+	Fund	Dept.	Acct.	Funding Source
Public Works	Fleet	12,000lb Vehicle lift (replace #6)	9,700	9,700	-	-	-	-	-	-	-	-	-	-	10	1521	554001	GF Cash
	Grounds	Headset Replacements (Safety)	13,600	13,600	-	-	-	-	-	-	-	-	-	-	10	1525	534000	GF Cash
	Fleet	Hydraulic System Test Equipment	10,500	10,500	-	-	-	-	-	-	-	-	-	-	10	1521	554001	GF Cash
	Grounds	Mower Lease (8)	50,000	50,000	-	-	-	-	-	-	-	-	-	-	10	1525	557001	GF Cash
	Grounds	Oakdale Improvements	160,000	40,000	40,000	40,000	40,000	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Streets	Roadway Weather Stations	32,000	8,000	8,000	8,000	8,000	-	-	-	-	-	-	-	10	1555	519200	GF Cash
	Grounds	Sullivan Park Playground - Lights	20,000	20,000	-	-	-	-	-	-	-	-	-	-	10	1525	554001	GF Cash
	Fleet	Verizon Connect	49,000	49,000	-	-	-	-	-	-	-	-	-	-	ALL	1521	519200	GF Cash
	2025 Total		344,800	200,800	48,000	48,000	48,000	-	-	-	-	-	-	-				
	Fleet	#VE025   14-14   2500 Series Truck	50,000	-	50,000	-	-	-	-	-	-	-	-	-	410	1521	554002	Loan
	Traffic	#VE025   16-16   1500 Series Truck	50,000	-	50,000	-	-	-	-	-	-	-	-	-	410	1560	554002	Loan
	Streets	#VE025   22-18   Dump Truck	150,000	-	150,000	-	-	-	-	-	-	-	-	-	410	1555	554002	Loan
	Grounds	#VE025   42-04   Tractor	60,000	-	60,000	-	-	-	-	-	-	-	-	-	410	1525	554001	Loan
	Grounds	#VE025   42-05   Tractor	60,000	-	60,000	-	-	-	-	-	-	-	-	-	410	1525	554001	Loan
	Streets	#VE026   2500 Series w/ Snow Plow	72,000	-	72,000	-	-	-	-	-	-	-	-	-	410	1555	554002	Loan
	Admin	#VE026   14-78 PW Director Vehicle	50,000	-	50,000	-	-	-	-	-	-	-	-	-	410	1502	554002	Loan
	Grounds	#VE026   16-04 3500 Series Flatbed	63,000	-	63,000	-	-	-	-	-	-	-	-	-	410	1525	554002	Loan
	Streets	#VE026   16-13 Truck 5500 Series	90,000	-	90,000	-	-	-	-	-	-	-	-	-	410	1555	554002	Loan
	Traffic	#VE026   16-15 3500 Series	90,000	-	90,000	-	-	-	-	-	-	-	-	-	410	1560	554002	Loan
	Streets	#VE026   58-02 Streets Curb Machine Replacement	15,000	-	15,000	-	-	-	-	-	-	-	-	-	410	1555	554001	Loan
	Streets	#VE026   Dump Truck 5500 (New)	100,000	-	100,000	-	-	-	-	-	-	-	-	-	410	1555	554002	Loan
	Grounds	#VE026   EV Utility Golfcart	24,000	-	24,000	-	-	-	-	-	-	-	-	-	410	1525	554001	Loan
	Grounds	#VE026   Greenways RTV	30,000	-	30,000	-	-	-	-	-	-	-	-	-	410	1525	554001	Loan
	Grounds	#VE026   Mini Excavator 304	100,000	-	100,000	-	-	-	-	-	-	-	-	-	410	1525	554001	Loan
	Streets	#VE026   Pickup (New)	50,000	-	50,000	-	-	-	-	-	-	-	-	-	410	1555	554002	Loan
	Grounds	#VE026   Skid Steer	100,000	-	100,000	-	-	-	-	-	-	-	-	-	410	1525	554001	Loan
	Streets	#VE026   Skid Steer 289D	90,000	-	90,000	-	-	-	-	-	-	-	-	-	410	1555	554001	Loan
	Grounds	60-Month Lease : Mowers, UTV, and Spreader	70,000	-	30,000	-	-	-	40,000	-	-	-	-	-	10	1525	557001	GF Cash
	Grounds	Berkley Park Pond Viewing Platform	30,000	-	30,000	-	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Streets	City Hall & 5th Ave Crosswalk Repair	45,000	-	45,000	-	-	-	-	-	-	-	-	-	10	1523	553000	GF Cash
	Buildings	City Hall Exterior Phase II, #23022	1,032,500	-	1,032,500	-	-	-	-	-	-	-	-	-	410	1523	550103	GF Cash
	Grounds	Clear Creek Park	125,000	-	25,000	100,000	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Grounds	Columbarium at Oakdale Cemetery	40,000	-	40,000	-	-	-	-	-	-	-	-	-	10	1525	552001	GF Cash
	Streets	Equipment Trailer	15,000	-	15,000	-	-	-	-	-	-	-	-	-	10	1555	554001	GF Cash
	Admin	Event command operation center trailer PW	30,000	-	30,000	-	-	-	-	-	-	-	-	-	10	1502	554001	GF Cash
	Traffic	Event Detour Trailer W/ Signs, Stands, Cones, Etc.	30,000	-	30,000	-	-	-	-	-	-	-	-	-	10	1560	554001	GF Cash
	Grounds	Expand Greenway Parking	25,000	-	25,000	-	-	-	-	-	-	-	-	-	64	7455	553000	GF Cash
	Fleet	Fabrication Building	25,000	-	25,000	-	-	-	-	-	-	-	-	-	10	1521	552001	GF Cash
	Grounds	Invasive Species Removal	120,000	-	20,000	20,000	20,000	20,000	20,000	20,000	-	-	-	-	10	1525	519200	GF Cash
	Buildings	Large Fans at Building and Grounds	25,000	-	25,000	-	-	-	-	-	-	-	-	-	10	1523	554001	GF Cash
	Grounds	Lenox Park Improvement	20,000	-	20,000	-	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Traffic	Line Striping Machine	15,000	-	15,000	-	-	-	-	-	-	-	-	-	10	1560	554001	GF Cash
	Traffic	Message Board Sign Trailers (2)	30,000	-	30,000	-	-	-	-	-	-	-	-	-	10	1560	554001	GF Cash
	Grounds	Mini-golf Playground Fence	3,000	-	3,000	-	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Fleet	Paint booth	35,000	-	35,000	-	-	-	-	-	-	-	-	-	10	1521	552001	GF Cash
	Grounds	Patton Park - Dog Park	15,000	-	15,000	-	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Grounds	Patton Park Basketball Court	125,000	-	125,000	-	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Grounds	Patton Park Camera System	10,000	-	10,000	-	-	-	-	-	-	-	-	-	10	1523	554001	GF Cash
	Grounds	Patton Park Splash Pad	125,000	-	125,000	-	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Grounds	Patton Park Vehicle Bridge Replacement	150,000	-	150,000	-	-	-	-	-	-	-	-	-	410	1525	555001	GF Cash
	Pool	Patton Pool Building - Architect Study	40,000	-	40,000	-	-	-	-	-	-	-	-	-	10	1535	519200	GF Cash
	Pool	Patton Pool Resurface	300,000	-	300,000	-	-	-	-	-	-	-	-	-	10	1535	552001	GF Cash
	Grounds	Pet's Own Place/Junkyard Fence	5,000	-	5,000	-	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Buildings	Re-paint Historic Railroad Depot	25,000	-	25,000	-	-	-	-	-	-	-	-	-	10	1523	519200	GF Cash
	Buildings	Re-Paint Ops Building	20,000	-	20,000	-	-	-	-	-	-	-	-	-	10	1523	519200	GF Cash
	Streets	Replace Orleans Avenue Bridge	403,000	-	3,000	100,000	300,000	-	-	-	-	-	-	-	10	1555	555001	GF Cash
	Streets	Replacement Salt Spreaders	60,000	-	30,000	-	-	15,000	15,000	-	-	-	-	-	10	1555	554001	GF Cash
	Streets	Replacement Snow Plows	48,000	-	24,000	-	-	12,000	12,000	-	-	-	-	-	10	1555	554001	GF Cash
	Streets	Sidewalk Shaver Machine	34,000	-	34,000	-	-	-	-	-	-	-	-	-	10	1555	554001	GF Cash
	Buildings	Sugarloaf Shed Roof Replacement	40,000	-	40,000	-	-	-	-	-	-	-	-	-	10	1523	552001	GF Cash
	Admin	Sugarloaf Storage Shed Additions	100,000	-	50,000	-	50,000	-	-	-	-	-	-	-	10	1523	552001	GF Cash
	Grounds	Sullivan Park Playground Equipment	125,000	-	125,000	-	-	-	-	-	-	-	-	-	10	1525	554001	GF Cash
	Buildings	Whitmire Bldg New Signage	5,000	-	5,000	-	-	-	-	-	-	-	-	-	10	1523	554001	GF Cash
	Buildings	Whitmire Bldg Paint Exterior	25,000	-	25,000	-	-	-	-	-	-	-	-	-	10	1523	519200	GF Cash
	Buildings	Whitmire Bldg Replace Flooring	46,000	-	46,000	-	-	-	-	-	-	-	-	-	10	1523	552001	GF Cash
	2026 Total		4,660,500	-	3,916,500	220,000	370,000	47,000	87,000	20,000	-	-	-	-				

Capital Improvement Plan

Dept.	Description	Project Title	Total Cost	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35+	Fund	Dept.	Acct.	Funding Source
Public Works	PW Admin	#VE027   14-64 Superintendent Truck	50,000	-	-	50,000	-	-	-	-	-	-	-	-	410	1502	554002	Loan
	Grounds	#VE027   43-18 with Ventrac	85,000	-	-	85,000	-	-	-	-	-	-	-	-	410	1525	554002	Loan
	Traffic	#VE027   Side X Side	20,000	-	-	20,000	-	-	-	-	-	-	-	-	410	1560	554001	Loan
	Grounds	#VE028   42-01 Tractor	125,000	-	-	125,000	-	-	-	-	-	-	-	-	410	1525	554001	Loan
	Grounds	Patton Park - Stream Restoration	200,000	-	-	200,000	-	-	-	-	-	-	-	-	10	1525	553000	GF Cash
	Grounds	Purchase Rail Line from WATCO	4,000,000	-	-	4,000,000	-	-	-	-	-	-	-	-	10	1525	551000	GF Cash
	Traffic	Traffic street sign shop computer, plotter, material.	30,000	-	-	30,000	-	-	-	-	-	-	-	-	10	1560	554001	GF Cash
	Buildings	Whitmire Bldg New Windows	25,000	-	-	25,000	-	-	-	-	-	-	-	-	10	1523	552001	GF Cash
	Buildings	Whitmire Bldg Shuffle Board Roof	50,000	-	-	50,000	-	-	-	-	-	-	-	-	10	1523	552001	GF Cash
	2027 Total		4,585,000	-	-	4,585,000	-	-	-	-	-	-	-	-				
	Grounds	#VE029   42-11 Tractor 2017	250,000	-	-	-	-	250,000	-	-	-	-	-	-	410	1525	554001	Loan
	Grounds	#VE029   Replace RTV 2014	30,000	-	-	-	-	30,000	-	-	-	-	-	-	410	1525	554001	Loan
	2029 Total		280,000	-	-	-	-	280,000	-	-	-	-	-	-				
Public Works Total			9,870,300	200,800	3,964,500	4,853,000	418,000	327,000	87,000	20,000	-	-	-	-				
Stormwater		Annual Brush and Leaf Grinding - Stormwater	329,000	27,500	28,000	28,500	29,000	29,500	30,000	30,500	31,000	31,500	31,500	32,000	67/68	7855	519200	STW Cash
		Green Infrastructure in City ROW	2,150,000	50,000	150,000	150,000	150,000	150,000	150,000	150,000	300,000	300,000	300,000	300,000	67	7555	553000	STW Cash
		Stormwater Easement Acquisition	110,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	67	7555	550103	STW Cash
		Streambank Stabilization/Buffer Enhancement	345,000	20,000	20,000	20,000	20,000	20,000	20,000	25,000	50,000	50,000	50,000	50,000	67	7555	553000	STW Cash
	2025 Total		2,934,000	107,500	208,000	208,500	209,000	209,500	210,000	215,500	391,000	391,500	391,500	392,000				
		Master Plan CIP Projects	2,500,000	-	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	67	7555	553000	STW Cash
		Stormwater Infrastructure Improvements	1,500,000	-	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	67	7555	553000	STW Cash
	2026 Total		4,000,000	-	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000				
		Planned Stormwater Capital Improvements	7,000,000	-	-	7,000,000	-	-	-	-	-	-	-	-	467	7555	550103	Loan
	2027 Total		7,000,000	-	-	7,000,000	-	-	-	-	-	-	-	-				
		1500 Series Truck Replacement	60,000	-	-	-	-	-	60,000	-	-	-	-	-	467	7555	554002	Loan
	2030 Total		60,000	-	-	-	-	-	60,000	-	-	-	-	-				
Stormwater Total			13,994,000	107,500	608,000	7,608,500	609,000	609,500	670,000	615,500	791,000	791,500	791,500	792,000	Fund	Dept.	Acct.	Type
Water & Sewer Operating Fund		#23007   Water Generators/ATS	897,000	75,000	75,000	75,000	77,000	79,000	81,000	83,000	85,000	87,000	90,000	90,000	460	7032	550103	WS Cash
		#VE025   Annual Vehicle Replacement	2,617,574	205,000	211,150	217,485	224,009	230,729	237,651	244,781	252,124	259,688	267,479	267,479	460	7002	554002	WS Cash
		#VE025   ATV 04-06 (2017 Polaris)	25,000	25,000	-	-	-	-	-	-	-	-	-	-	460	7002	554001	WS Cash
		#VE025   Dump Truck (22-07)	150,000	150,000	-	-	-	-	-	-	-	-	-	-	460	7002	554002	WS Cash
		#VE025   Dump Truck (22-13)	150,000	150,000	-	-	-	-	-	-	-	-	-	-	460	7002	554002	WS Cash
		Air Comp/Generator for Tap Truck	7,000	7,000	-	-	-	-	-	-	-	-	-	-	60	7055	554001	WS Cash
		Core Drill and bits	6,000	6,000	-	-	-	-	-	-	-	-	-	-	60	7155	554001	WS Cash
		FOG Rod Installations - Sewer Pump Stations	60,000	30,000	30,000	-	-	-	-	-	-	-	-	-	60	7132	555003	WS Cash
		ICS890 Concrete Saw	7,000	7,000	-	-	-	-	-	-	-	-	-	-	60	7055	554001	WS Cash
		Leak Detection Equipment	42,000	20,000	-	-	-	-	22,000	-	-	-	-	-	60	7055	534000	WS Cash
		New Taps- Sewer	40,000	40,000	-	-	-	-	-	-	-	-	-	-	60	7155	554001	WS Cash
		New Taps- Water	325,000	325,000	-	-	-	-	-	-	-	-	-	-	60	7055	554001	WS Cash
		Rights-of-Way Clearing (Contracted)	210,000	51,000	52,000	53,000	54,000	-	-	-	-	-	-	-	60	7055	519200	WS Cash
		SCADA - Sewer Pump Stations	156,000	77,000	79,000	-	-	-	-	-	-	-	-	-	60	7132	555003	WS Cash
		SCADA - Water Pump Stations	156,000	77,000	79,000	-	-	-	-	-	-	-	-	-	60	7032	555003	WS Cash
		Septic Tank Skid Unit	20,000	20,000	-	-	-	-	-	-	-	-	-	-	60	7155	554001	WS Cash
		Sewer Flow Meter Replacement	85,000	85,000	-	-	-	-	-	-	-	-	-	-	60	7155	554001	WS Cash
		Sewer Main Rehabilitation	2,930,000	100,000	250,000	257,000	264,000	271,000	279,000	287,000	295,000	303,000	312,000	312,000	60	7155	555002	WS Cash
		Small Diameter Water Main Replacements	1,297,000	103,000	106,000	109,000	112,000	115,000	118,000	121,000	124,000	127,000	131,000	131,000	60	7055	555002	WS Cash
		Utility Locator Equipment	38,000	18,000	-	-	-	-	20,000	-	-	-	-	-	60	7055	534000	WS Cash
		Water Pump Station Panel Replacements	110,000	25,000	25,000	30,000	30,000	-	-	-	-	-	-	-	60	7032	555003	WS Cash
		Water Pump Station Pressure Control	200,000	100,000	100,000	-	-	-	-	-	-	-	-	-	60	7032	555003	WS Cash
		Water Storage Tank Security Improvements	100,000	50,000	50,000	-	-	-	-	-	-	-	-	-	60	7032	555003	WS Cash
		WTP Actuator Basin 1 & 2 influent valve	20,000	20,000	-	-	-	-	-	-	-	-	-	-	60	7035	554001	WS Cash
		WTP Fire Safety Improvements	12,500	12,500	-	-	-	-	-	-	-	-	-	-	60	7035	554001	WS Cash
		WTP Flocculation 5F drive replacement	20,000	20,000	-	-	-	-	-	-	-	-	-	-	60	7035	554001	WS Cash
		WTP HVAC Replacement	185,000	35,000	70,000	-	80,000	-	-	-	-	-	-	-	60	7035	552001	WS Cash
		WTP Sludge plant/clarifiers SCADA	25,000	25,000	-	-	-	-	-	-	-	-	-	-	60	7035	554001	WS Cash
		WWTP Fire Safety Improvements	12,500	12,500	-	-	-	-	-	-	-	-	-	-	60	7135	554001	WS Cash
	2025 Total		9,903,574	1,871,000	1,127,150	741,485	841,009	695,729	757,651	735,781	756,124	776,688	800,479	800,479				

Capital Improvement Plan

Dept.	Description	Project Title	Total Cost	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35+	Fund	Dept.	Acct.	Funding Source
Water & Sewer Operating Fund		#VE026   1997 Dump Truck (22-12)	110,000	-	110,000	-	-	-	-	-	-	-	-	-	460	7002	554002	WS Cash
		#VE026   2014 Excavator (44-17)	82,000	-	82,000	-	-	-	-	-	-	-	-	-	460	7002	554001	WS Cash
		#VE026   2014 Skid Steer (50-03)	82,000	-	82,000	-	-	-	-	-	-	-	-	-	460	7002	554001	WS Cash
		#VE026   2015 Dump Truck (22-17)	250,000	-	250,000	-	-	-	-	-	-	-	-	-	460	7002	554001	WS Cash
		#VE026   50-02 Loader	150,000	-	150,000	-	-	-	-	-	-	-	-	-	460	7002	554001	WS Cash
		Bulk Water Billing Kiosks	60,000	-	60,000	-	-	-	-	-	-	-	-	-	60	7055	554001	WS Cash
		Chlorine Analyer Replacement	30,000	-	30,000	-	-	-	-	-	-	-	-	-	60	7035	554001	WS Cash
		Ewart Reservoir Site and Security Improvements	35,000	-	35,000	-	-	-	-	-	-	-	-	-	60	7035	553000	WS Cash
		WTP Gate opener drives - Main & Service gate	20,000	-	20,000	-	-	-	-	-	-	-	-	-	60	7035	554001	WS Cash
		WTP Non-potable water metering	30,000	-	30,000	-	-	-	-	-	-	-	-	-	60	7035	554001	WS Cash
		WWTP HVAC Replacement	100,000	-	100,000	-	-	-	-	-	-	-	-	-	60	7135	552001	WS Cash
		WWTP UTV	25,000	-	25,000	-	-	-	-	-	-	-	-	-	60	7135	554001	WS Cash
	2026 Total		974,000	-	974,000	-	-	-	-	-	-	-	-	-				
		#VE027   2008 Dump Truck (17-21)	110,000	-	-	110,000	-	-	-	-	-	-	-	-	460	7002	554002	WS Cash
		#VE027   2017 Dump Truck (22-20)	250,000	-	-	250,000	-	-	-	-	-	-	-	-	460	7002	554002	WS Cash
		Generators and ATS (Wastewater)	747,000	-	-	75,000	77,000	79,000	81,000	83,000	85,000	87,000	90,000	90,000	60	7132	554001	WS Cash
		WTP Flag pole & New Signage	40,000	-	-	40,000	-	-	-	-	-	-	-	-	60	7035	553000	WS Cash
		WTP SCADA Server Replacement	85,000	-	-	40,000	-	-	-	45,000	-	-	-	-	60	7135	519200	WS Cash
		WTP Zeroturn Mower	20,000	-	-	20,000	-	-	-	-	-	-	-	-	60	7002	554001	WS Cash
		WWTP Aeration Basin Diffuser Membrane Replacement	150,000	-	-	75,000	75,000	-	-	-	-	-	-	-	60	7135	524020	WS Cash
		WWTP Lawnmower	23,000	-	-	23,000	-	-	-	-	-	-	-	-	60	7135	554001	WS Cash
		WWTP PLC Upgrade Generator Switchgear	40,000	-	-	40,000	-	-	-	-	-	-	-	-	60	7135	524020	WS Cash
	2027 Total		1,465,000	-	-	673,000	152,000	79,000	81,000	128,000	85,000	87,000	90,000	90,000				
		#VE028   14-91 Chevy Tahoe	65,000	-	-	-	65,000	-	-	-	-	-	-	-	460	7002	554002	WS Cash
		#VE028   2014 Excavator (44-16)	145,000	-	-	-	145,000	-	-	-	-	-	-	-	460	7002	554001	WS Cash
		200kW Portable Generator Replacement	150,000	-	-	-	150,000	-	-	-	-	-	-	-	60	7032/7132	554001	WS Cash
	2028 Total		360,000	-	-	-	360,000	-	-	-	-	-	-	-				
		#VE029   2018 Skid Steer (50-05)	112,000	-	-	-	-	112,000	-	-	-	-	-	-	460	7002	554001	WS Cash
		#VE029   2017 ATV (04-07)	18,000	-	-	-	-	18,000	-	-	-	-	-	-	460	7002	554001	WS Cash
	2029 Total		130,000	-	-	-	-	130,000	-	-	-	-	-	-				
		#VE030   16-20 Dodge Truck	65,000	-	-	-	-	-	65,000	-	-	-	-	-	460	7002	554002	WS Cash
		#VE030   2011 Dump Truck (22-03)	110,000	-	-	-	-	-	110,000	-	-	-	-	-	460	7002	554002	WS Cash
		#VE030   Slope Mower	112,000	-	-	-	-	-	112,000	-	-	-	-	-	460	7155	554001	WS Cash
		#VE030   Trailer mounted sewer jetter (29-04)	60,000	-	-	-	-	-	60,000	-	-	-	-	-	460	7002	554001	WS Cash
		Vacuum Excavator	69,000	-	-	-	-	-	69,000	-	-	-	-	-	60	7002	554001	WS Cash
	2030 Total		416,000	-	-	-	-	-	416,000	-	-	-	-	-				
Water & Sewer Operating Fund Total			13,248,574	1,871,000	2,101,150	1,414,485	1,353,009	904,729	1,254,651	863,781	841,124	863,688	890,479	890,479				
Water & Sewer Capital Fund	9	CCTV Truck Replacement, #24004	390,000	390,000	-	-	-	-	-	-	-	-	-	-	460	7155	550103	2025 Rev. Bond
	10	Howard Gap Rd. Water Extension (ES-2)	9,500,000	500,000	9,000,000	-	-	-	-	-	-	-	-	-	460	7055	550103	SRF Loan
	9	Hunters Glen Water Pump Station Replacement	150,000	-	-	-	-	-	-	-	-	-	-	-	460	7032	550103	Reserve
	4	Lead Service Line Replacement Project, #24005	573,420	573,420	-	-	-	-	-	-	-	-	-	-	460	7055	550103	SRF Loan
	9	Long John Mountain Water Improvements #18014	10,670,000	500,000	500,000	9,670,000	-	-	-	-	-	-	-	-	460	7055	550103	SRF Loan
	12	NCDOT Highland Lake Rd, #17127	575,000	575,000	-	-	-	-	-	-	-	-	-	-	460	7055	550103	2025 Rev. Bond
	10	Vactor Truck Storage Building	660,000	660,000	-	-	-	-	-	-	-	-	-	-	460	7155	550103	2025 Rev. Bond
	4	WTP 15MGD Expansion, #19207	2,131,500	2,131,500	-	-	-	-	-	-	-	-	-	-	460	7055	550103	2025 Rev. Bond
	4	WTP Sludge Transfer Pumpand Backwash Pump Upgrade	3,200,000	600,000	2,600,000	-	-	-	-	-	-	-	-	-	460	7035	550103	2025 Rev. Bond
	4	WWTP 6MGD Expansion and Improvements, #24002	34,000,000	2,450,000	-	31,550,000	-	-	-	-	-	-	-	-	460	7135	550103	SRF Loan
	6	WWTP Biosolid Thermal Dryer #16036	17,492,000	17,492,000	-	-	-	-	-	-	-	-	-	-	460	7135	550103	Grant/2025 Rev. Bond
	12	WWTP Septage Recieveing Improvements	100,000	100,000	-	-	-	-	-	-	-	-	-	-	460	7135	550103	Reserve
	2025 Total		79,441,920	26,121,920	12,100,000	41,220,000	-	-	-	-	-	-	-	-				
	4	Sewer Combination Vactor Truck	600,000	-	600,000	-	-	-	-	-	-	-	-	-	460	7155	550103	2026 Rev. Bond
	12	Willow Rd:Price Rd & PRV Bypass (CH-1)	500,000	-	500,000	-	-	-	-	-	-	-	-	-	460	7155	550103	2026 Rev. Bond
	4	WTP Mills River Intake Scour System	540,000	-	540,000	-	-	-	-	-	-	-	-	-	460	7035	550103	2026 Rev. Bond
	4	WTP Residuals Storage, #22013	2,342,000	-	2,342,000	-	-	-	-	-	-	-	-	-	460	7035	550103	Grant/2026 Rev. Bond
	9	WWTP Recycle Pumping Station Project	1,100,000	-	1,100,000	-	-	-	-	-	-	-	-	-	460	7135	550103	2026 Rev. Bond
	2026 Total		5,082,000	-	5,082,000	-	-	-	-	-	-	-	-	-				
	10	GE Sewer Pump Station Improvements	450,000	-	-	450,000	-	-	-	-	-	-	-	-	460	7155	550103	2027 Rev. Bond
	10	Kenmure Drive Water Improvements (KG-6)	400,000	-	-	400,000	-	-	-	-	-	-	-	-	460	7055	550103	Reserve
	5	NCDOT HWY 64 #18140	1,817,000	-	-	1,817,000	-	-	-	-	-	-	-	-	460	7055	550103	2027 Rev. Bond
	9	WWTP Sludge Thickening Rehabilitation	5,900,000	-	-	900,000	5,000,000	-	-	-	-	-	-	-	460	7135	550103	SRF Loan
	2027 Total		8,567,000	-	-	3,567,000	5,000,000	-	-	-	-	-	-	-				



Capital Improvement Plan

Dept.	Description	Project Title	Total Cost	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35+	Fund	Dept.	Acct.	Funding Source
Water & Sewer Capital Fund	5	12" Water Main Replacement under FBR (Etowah)	200,000	-	-	-	200,000	-	-	-	-	-	-	-	460	7055	550103	Reserve
	6	Brookside Camp Road Water Improvements	2,250,000	-	-	-	225,000	2,025,000	-	-	-	-	-	-	460	7055	550103	2028 Rev. Bond
	4	NCDOT 191 #16126	12,800,000	-	-	-	12,800,000	-	-	-	-	-	-	-	460	7055	550103	2028 Rev. Bond
	10	NCDOT White St/ South Main #17126	3,750,000	-	-	-	3,750,000	-	-	-	-	-	-	-	460	7055	550103	2028 Rev. Bond
	15	Pace Rd. Water Main Extension and Interconnect	1,710,000	-	-	-	1,710,000	-	-	-	-	-	-	-	460	7055	550103	2028 Rev. Bond
	4	WTP Clearwell No. 2	10,750,000	-	-	-	750,000	10,000,000	-	-	-	-	-	-	460	7035	550103	SRF Loan
	6	WWTP Dewatering Facility Lightning Protection	590,000	-	-	-	590,000	-	-	-	-	-	-	-	460	7135	550103	2028 Rev. Bond
	2028 Total		32,050,000	-	-	-	20,025,000	12,025,000	-	-	-	-	-	-				
	10	AMI Metering Infrastructure Replacement #23003	8,666,000	-	-	-	-	4,269,000	4,397,000	-	-	-	-	-	460	7002	550103	2029 Rev. Bond
	10	Argyle Tank Abandonment	400,000	-	-	-	-	400,000	-	-	-	-	-	-	460	7055	550103	Reserve
	5	Heatherwood Neighborhood Water Replacement	1,690,000	-	-	-	-	1,690,000	-	-	-	-	-	-	460	7055	550103	2029 Rev. Bond
	9	North Main Water and Sewer Replacement	1,850,000	-	-	-	-	1,850,000	-	-	-	-	-	-	460	7055	550103	2029 Rev. Bond
	4	WTP Chemical Facility Improvements	7,750,000	-	-	-	-	750,000	7,000,000	-	-	-	-	-	460	7035	550103	SRF Loan
	9	WWTP Aeration Basin Modification	2,125,000	-	-	-	-	325,000	1,800,000	-	-	-	-	-	460	7135	550103	2029 Rev. Bond
	2029 Total		22,481,000	-	-	-	-	9,284,000	13,197,000	-	-	-	-	-				
	10	Finley Cove Apple Zone Interconnect (LP-2)	650,000	-	-	-	-	-	650,000	-	-	-	-	-	460	7055	550103	2030 Rev. Bond
	9	Statonwoods Neighborhood Water Replacement	920,000	-	-	-	-	-	920,000	-	-	-	-	-	460	7055	550103	2030 Rev. Bond
	2030 Total		1,570,000	-	-	-	-	-	1,570,000	-	-	-	-	-				
	15	Baystone Drive Neighborhood Water Replacement	1,220,000	-	-	-	-	-	-	1,220,000	-	-	-	-	460	7055	550103	2031 Rev. Bond
	10	Brookwood Sewer Pump Station Replacement	359,000	-	-	-	-	-	-	359,000	-	-	-	-	460	7155	550103	Reserve
	15	Dana Rd. Water Main Extension (ES-3)	8,500,000	-	-	-	-	-	-	500,000	8,000,000	-	-	-	460	7055	550103	2031 Rev. Bond
	8	Raw Water Transmission Main Inspection	1,300,000	-	-	-	-	-	-	1,300,000	-	-	-	-	460	7035	550103	2031 Rev. Bond
	6	Wash Creek Replacement Sewer C08	4,065,000	-	-	-	-	-	-	4,065,000	-	-	-	-	460	7155	550103	2031 Rev. Bond
	4	WTP Expansion to 18.0 MGD	13,500,000	-	-	-	-	-	-	13,500,000	-	-	-	-	460	7035	550103	2031 Rev. Bond
	2031 Total		28,944,000	-	-	-	-	-	-	20,944,000	8,000,000	-	-	-				
	9	East Blue Ridge Road Water Improvements (M2-29)	1,600,000	-	-	-	-	-	-	-	1,600,000	-	-	-	460	7055	550103	2032 Rev. Bond
	10	WTP 400 kW Generator Replacement - Mills River	350,000	-	-	-	-	-	-	-	350,000	-	-	-	460	7035	550103	Reserve
	4	WTP Thickener Improvements	750,000	-	-	-	-	-	-	-	750,000	-	-	-	460	7035	550103	2032 Rev. Bond
	9	WWTP Secondary Clarifier Rehabilitation	2,830,000	-	-	-	-	-	-	-	2,830,000	-	-	-	460	7135	550103	2032 Rev. Bond
	2032 Total		5,530,000	-	-	-	-	-	-	-	5,530,000	-	-	-				
	6	Brittain Creek Sewer Replacement G-03	3,080,000	-	-	-	-	-	-	-	-	3,080,000	-	-	460	7155	550103	2033 Rev. Bond
	12	Carriage Park Sewer Pump Station Abandonments	2,500,000	-	-	-	-	-	-	-	-	2,500,000	-	-	460	7155	550103	2033 Rev. Bond
	10	Southside Water System Improvements	4,090,000	-	-	-	-	-	-	-	-	4,090,000	-	-	460	7055	550103	2033 Rev. Bond
	10	WTP 2MW Generator Replacement	1,500,000	-	-	-	-	-	-	-	-	1,500,000	-	-	460	7035	550103	2033 Rev. Bond
	2033 Total		11,170,000	-	-	-	-	-	-	-	-	11,170,000	-	-				
	8	Balfour Road Water Improvements (M2-42)	1,450,000	-	-	-	-	-	-	-	-	-	1,450,000	-	460	7055	550103	2034 Rev. Bond
	15	Devils Fork Sewer Replacement G05	3,240,000	-	-	-	-	-	-	-	-	-	3,240,000	-	460	7155	550103	2034 Rev. Bond
	8	Ladson Road Water Improvements (MTM-5)	3,500,000	-	-	-	-	-	-	-	-	-	3,500,000	-	460	7055	550103	2034 Rev. Bond
	5	NCDOT US64 I26 Interchange Improvements	500,000	-	-	-	-	-	-	-	-	-	500,000	-	460	7055	550103	2034 Rev. Bond
	15	S. Mills Gap Rd. Water Main Extension	1,860,000	-	-	-	-	-	-	-	-	-	1,860,000	-	460	7055	550103	2034 Rev. Bond
	2034 Total		10,550,000	-	-	-	-	-	-	-	-	-	10,550,000	-				
	4	Barker Heights Sewer Improvements	17,605,200	-	-	-	-	-	-	-	-	-	-	17,605,200	460	7155	550103	2035+ Rev. Bond
	15	Eastside Transmission Main, Phase 2 and 3	10,000,000	-	-	-	-	-	-	-	-	-	-	10,000,000	460	7055	550103	2035+ Rev. Bond
	8	Fruitland Rd. Water Main Extension	2,650,000	-	-	-	-	-	-	-	-	-	-	2,650,000	460	7055	550103	2035+ Rev. Bond
	4	WTP Expansion to 25.0 MGD	19,500,000	-	-	-	-	-	-	-	-	-	-	19,500,000	460	7035	550103	2035+ Rev. Bond
	4	WWTP 7.8 MGD Facility Expansion	44,000,000	-	-	-	-	-	-	-	-	-	-	44,000,000	460	7135	550103	2035+ Rev. Bond
	2035+ Total		93,755,200	-	-	-	-	-	-	-	-	-	-	93,755,200				
Water & Sewer Capital Fund Total			299,141,120	26,121,920	17,182,000	44,787,000	25,025,000	21,309,000	14,767,000	20,944,000	13,530,000	11,170,000	10,550,000	93,755,200				
TOTAL CAPITAL IMPROVEMENT PLAN			486,536,945	29,352,990	36,196,745	64,710,843	33,531,477	46,527,977	27,155,322	31,403,168	19,861,266	19,037,180	12,663,077	166,096,900				

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## Pay & Classification Schedule

Section 7, Item B.

### City of Hendersonville

### Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
1	Not Assigned	25,186.26	31,759.39	38,326.94
2	Not Assigned	26,445.57	33,347.36	40,243.28
3	Not Assigned	27,767.85	35,014.73	42,255.44
4	Not Assigned	29,156.24	36,765.46	44,368.22
5	Not Assigned	30,614.06	38,603.73	46,586.62
6	Not Assigned	32,144.76	40,533.93	48,915.96
7	Not Assigned	33,752.00	42,560.61	51,361.75
8	Not Assigned	35,439.59	44,688.64	53,929.84
9	Administrative Assistant I	37,211.58	46,923.08	56,626.33
9	Customer Service Representative I	37,211.58	46,923.08	56,626.33
9	Police Support Specialist I	37,211.58	46,923.08	56,626.33
10	Building Maintenance Apprentice	39,072.15	49,269.23	59,457.66
10	Customer Service Representative II	39,072.15	49,269.23	59,457.66
10	Downtown Services Worker I	39,072.15	49,269.23	59,457.66
10	Environmental Services Worker I	39,072.15	49,269.23	59,457.66
10	Facilities Maintenance Apprentice	39,072.15	49,269.23	59,457.66
10	Fleet Maintenance Technician	39,072.15	49,269.23	59,457.66
10	Line Maintenance Mechanic I	39,072.15	49,269.23	59,457.66
10	Meter Maintenance Technician I	39,072.15	49,269.23	59,457.66
10	Parking Services Ambassador	39,072.15	49,269.23	59,457.66
10	Police Support Specialist II	39,072.15	49,269.23	59,457.66
10	Property Maintenance Worker I	39,072.15	49,269.23	59,457.66
10	Street Maintenance Worker I	39,072.15	49,269.23	59,457.66
10	Traffic Engineering Apprentice	39,072.15	49,269.23	59,457.66
10	WTP Operator I	39,072.15	49,269.23	59,457.66
10	WWTP Operator I	39,072.15	49,269.23	59,457.66
11	Customer Service Representative III	41,025.76	51,732.69	62,430.53
11	Equipment Operator I - CCTV	41,025.76	51,732.69	62,430.53
11	Equipment Operator I - Sewer Cleaning	41,025.76	51,732.69	62,430.53
11	Operations Support Specialist I	41,025.76	51,732.69	62,430.53
11	Police Operations Specialist	41,025.76	51,732.69	62,430.53
11	Utility Billing Specialist I	41,025.76	51,732.69	62,430.53

## City of Hendersonville

## Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
12	Administrative Assistant II	43,077.05	54,319.32	65,552.06
12	Building Maintenance Technician I	43,077.05	54,319.32	65,552.06
12	Civilian Animal Control Officer	43,077.05	54,319.32	65,552.06
12	Downtown Services Worker II	43,077.05	54,319.32	65,552.06
12	Environmental Services Worker II	43,077.05	54,319.32	65,552.06
12	Equipment Operator II - CCTV	43,077.05	54,319.32	65,552.06
12	Equipment Operator II - Sewer Cleaning	43,077.05	54,319.32	65,552.06
12	Events & Marketing Assistant	43,077.05	54,319.32	65,552.06
12	Evidence Technician	43,077.05	54,319.32	65,552.06
12	Facilities Maintenance Mechanic I	43,077.05	54,319.32	65,552.06
12	Fleet Technician I	43,077.05	54,319.32	65,552.06
12	Inflow and Infiltration Technician I	43,077.05	54,319.32	65,552.06
12	Leak Detection Technician I	43,077.05	54,319.32	65,552.06
12	Line Maintenance Mechanic II	43,077.05	54,319.32	65,552.06
12	Meter Maintenance Technician II	43,077.05	54,319.32	65,552.06
12	Operations Support Specialist II	43,077.05	54,319.32	65,552.06
12	Payment Posting Specialist	43,077.05	54,319.32	65,552.06
12	Police Telecommunicator I	43,077.05	54,319.32	65,552.06
12	Property Maintenance Worker II	43,077.05	54,319.32	65,552.06
12	Street Maintenance Worker II	43,077.05	54,319.32	65,552.06
12	Traffic Engineering Technician I	43,077.05	54,319.32	65,552.06
12	Utilities Compliance Technician I	43,077.05	54,319.32	65,552.06
12	Utility Billing Specialist II	43,077.05	54,319.32	65,552.06
12	Utility Location Specialist I	43,077.05	54,319.32	65,552.06
12	Utility Production Specialist	43,077.05	54,319.32	65,552.06
12	Warehouse Specialist	43,077.05	54,319.32	65,552.06
12	WTP Laboratory Technician I	43,077.05	54,319.32	65,552.06
12	WTP Operator II	43,077.05	54,319.32	65,552.06
12	WWTP Laboratory Technician I	43,077.05	54,319.32	65,552.06
12	WWTP Operator II	43,077.05	54,319.32	65,552.06



## City of Hendersonville

## Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
13	Building Maintenance Technician II	45,230.90	57,035.29	68,829.66
13	Code Enforcement Officer I	45,230.90	57,035.29	68,829.66
13	Downtown Services Worker III	45,230.90	57,035.29	68,829.66
13	Environmental Services Worker III	45,230.90	57,035.29	68,829.66
13	Equipment Operator III - CCTV	45,230.90	57,035.29	68,829.66
13	Equipment Operator III - Sewer Cleaning	45,230.90	57,035.29	68,829.66
13	Facilities Maintenance Mechanic II	45,230.90	57,035.29	68,829.66
13	Firefighter/EMT In Training	45,230.90	57,035.29	68,829.66
13	Fleet Technician II	45,230.90	57,035.29	68,829.66
13	Generator Maintenance Technician I	45,230.90	57,035.29	68,829.66
13	Inflow and Infiltration Technician II	45,230.90	57,035.29	68,829.66
13	Leak Detection Technician II	45,230.90	57,035.29	68,829.66
13	Line Maintenance Mechanic III	45,230.90	57,035.29	68,829.66
13	Meter Maintenance Technician III	45,230.90	57,035.29	68,829.66
13	Operations Support Specialist III	45,230.90	57,035.29	68,829.66
13	Police Officer In Training	45,230.90	57,035.29	68,829.66
13	Police Telecommunicator II	45,230.90	57,035.29	68,829.66
13	Property Maintenance Worker III	45,230.90	57,035.29	68,829.66
13	Senior Utility Production Specialist	45,230.90	57,035.29	68,829.66
13	Senior Warehouse Specialist	45,230.90	57,035.29	68,829.66
13	Street Maintenance Worker III	45,230.90	57,035.29	68,829.66
13	Traffic Engineering Technician II	45,230.90	57,035.29	68,829.66
13	Utilities Compliance Technician II	45,230.90	57,035.29	68,829.66
13	Utility Billing Analyst	45,230.90	57,035.29	68,829.66
13	Utility Location Specialist II	45,230.90	57,035.29	68,829.66
13	WTP Laboratory Technician II	45,230.90	57,035.29	68,829.66
13	WWTP Laboratory Technician II	45,230.90	57,035.29	68,829.66

## City of Hendersonville

## Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
14	Accounting Coordinator I	47,492.45	59,887.05	72,271.14
14	Administrative Assistant III	47,492.45	59,887.05	72,271.14
14	Building Maintenance Technician III	47,492.45	59,887.05	72,271.14
14	Downtown Event Coordinator	47,492.45	59,887.05	72,271.14
14	Facilities Maintenance Mechanic III	47,492.45	59,887.05	72,271.14
14	Fire and Life Safety Educator	47,492.45	59,887.05	72,271.14
14	Fire Inspector I	47,492.45	59,887.05	72,271.14
14	Firefighter/EMT I	47,492.45	59,887.05	72,271.14
14	Fleet Technician III	47,492.45	59,887.05	72,271.14
14	Generator Maintenance Technician II	47,492.45	59,887.05	72,271.14
14	Inflow and Infiltration Technician III	47,492.45	59,887.05	72,271.14
14	Lead Customer Support Specialist	47,492.45	59,887.05	72,271.14
14	Leak Detection Technician III	47,492.45	59,887.05	72,271.14
14	Parking Services Supervisor	47,492.45	59,887.05	72,271.14
14	Police Telecommunicator III	47,492.45	59,887.05	72,271.14
14	Project Coordinator I	47,492.45	59,887.05	72,271.14
14	Utilities Compliance Technician III	47,492.45	59,887.05	72,271.14
14	Utility Location Specialist III	47,492.45	59,887.05	72,271.14
14	WTP Laboratory Technician III	47,492.45	59,887.05	72,271.14
14	WTP Operator III	47,492.45	59,887.05	72,271.14
14	WWTP Laboratory Technician III	47,492.45	59,887.05	72,271.14
14	WWTP Operator III	47,492.45	59,887.05	72,271.14

15	Accounting Coordinator II	49,867.06	62,881.41	75,884.70
15	Asset Management Coordinator I	49,867.06	62,881.41	75,884.70
15	Assistant Fire Marshal	49,867.06	62,881.41	75,884.70
15	Building Maintenance Crew Leader	49,867.06	62,881.41	75,884.70
15	Code Enforcement Officer II	49,867.06	62,881.41	75,884.70
15	Crew Leader CCTV	49,867.06	62,881.41	75,884.70
15	Crew Leader Sewer Cleaning	49,867.06	62,881.41	75,884.70
15	Downtown Services Crew Leader	49,867.06	62,881.41	75,884.70
15	Environmental Services Crew Leader	49,867.06	62,881.41	75,884.70
15	Facilities Maintenance Crew Leader	49,867.06	62,881.41	75,884.70
15	GIS Technician I	49,867.06	62,881.41	75,884.70
15	Instrumentation & Electrical Technician I	49,867.06	62,881.41	75,884.70
15	Line Maintenance Crew Leader	49,867.06	62,881.41	75,884.70
15	Police Investigator	49,867.06	62,881.41	75,884.70
15	Police Officer I	49,867.06	62,881.41	75,884.70
15	Police Telecommunications Supervisor	49,867.06	62,881.41	75,884.70
15	Property Maintenance Crew Leader	49,867.06	62,881.41	75,884.70
15	Senior Firefighter	49,867.06	62,881.41	75,884.70
15	Senior Generator Maintenance Technician	49,867.06	62,881.41	75,884.70
15	Street Maintenance Crew Leader	49,867.06	62,881.41	75,884.70

## City of Hendersonville

## Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
16	Accountant I	52,360.41	66,025.48	79,678.94
16	Communications Coordinator I	52,360.41	66,025.48	79,678.94
16	Downtown Coordinator I	52,360.41	66,025.48	79,678.94
16	Engineering Technician I	52,360.41	66,025.48	79,678.94
16	Fire Engineer	52,360.41	66,025.48	79,678.94
16	Fleet Coordinator	52,360.41	66,025.48	79,678.94
16	Human Resources Coordinator I	52,360.41	66,025.48	79,678.94
16	Instrumentation & Electrical Technician II	52,360.41	66,025.48	79,678.94
16	Management Analyst I - Budget	52,360.41	66,025.48	79,678.94
16	Management Analyst I - Strategy & Performance	52,360.41	66,025.48	79,678.94
16	Planner I	52,360.41	66,025.48	79,678.94
16	Police Detective I	52,360.41	66,025.48	79,678.94
16	Police Officer II	52,360.41	66,025.48	79,678.94
16	Project Coordinator II	52,360.41	66,025.48	79,678.94
16	Traffic Signal Bench/Electronics Technician III	52,360.41	66,025.48	79,678.94

17	Accountant II	54,978.44	69,326.75	83,662.88
17	Asset Management Coordinator II	54,978.44	69,326.75	83,662.88
17	Code Enforcement Officer III	54,978.44	69,326.75	83,662.88
17	Construction Inspector I	54,978.44	69,326.75	83,662.88
17	Downtown Coordinator II	54,978.44	69,326.75	83,662.88
17	Engineering Technician II	54,978.44	69,326.75	83,662.88
17	GIS Technician II	54,978.44	69,326.75	83,662.88
17	Police Detective II	54,978.44	69,326.75	83,662.88
17	Police Officer III	54,978.44	69,326.75	83,662.88
17	Senior Instrumentation & Electrical Technician	54,978.44	69,326.75	83,662.88
17	Utilities Compliance Coordinator	54,978.44	69,326.75	83,662.88
17	Utilities Inventory & Purchasing Coordinator	54,978.44	69,326.75	83,662.88

# Pay & Classification Schedule

Section 7, Item B.

## City of Hendersonville Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
18	Building Maintenance Supervisor	57,727.36	72,793.09	87,846.02
18	Communications Coordinator II	57,727.36	72,793.09	87,846.02
18	Construction Inspector II	57,727.36	72,793.09	87,846.02
18	Engineering Technician III	57,727.36	72,793.09	87,846.02
18	Environmental Services Supervisor	57,727.36	72,793.09	87,846.02
18	Facilities Maintenance Supervisor	57,727.36	72,793.09	87,846.02
18	Fire Lieutenant	57,727.36	72,793.09	87,846.02
18	Fleet Shop Foreman	57,727.36	72,793.09	87,846.02
18	Human Resources Coordinator II	57,727.36	72,793.09	87,846.02
18	Management Analyst II - Budget	57,727.36	72,793.09	87,846.02
18	Management Analyst II - Strategy & Performance	57,727.36	72,793.09	87,846.02
18	Meter Services Supervisor	57,727.36	72,793.09	87,846.02
18	Planner II	57,727.36	72,793.09	87,846.02
18	Police Detective III	57,727.36	72,793.09	87,846.02
18	Police Officer IV	57,727.36	72,793.09	87,846.02
18	Property Maintenance Supervisor	57,727.36	72,793.09	87,846.02
18	Stormwater Technician	57,727.36	72,793.09	87,846.02
18	Street Maintenance Supervisor	57,727.36	72,793.09	87,846.02
18	Traffic Engineering Supervisor	57,727.36	72,793.09	87,846.02
18	Utility Systems Supervisor	57,727.36	72,793.09	87,846.02
18	WTP Chief Operator	57,727.36	72,793.09	87,846.02
18	WTP Laboratory Supervisor	57,727.36	72,793.09	87,846.02
18	WWTP Chief Operator	57,727.36	72,793.09	87,846.02
18	WWTP Laboratory Supervisor	57,727.36	72,793.09	87,846.02

19	Asset Management Coordinator III	60,613.72	76,432.74	92,238.33
19	Billing Supervisor	60,613.72	76,432.74	92,238.33
19	Construction Inspector III	60,613.72	76,432.74	92,238.33
19	ERP Business Analyst	60,613.72	76,432.74	92,238.33
19	IT System Administrator	60,613.72	76,432.74	92,238.33
19	Police Sergeant	60,613.72	76,432.74	92,238.33
19	Purchasing Administrator	60,613.72	76,432.74	92,238.33

20	Civil/Utilities Engineer I	63,644.41	80,254.38	96,850.25
20	Communications Coordinator III	63,644.41	80,254.38	96,850.25
20	Deputy Fire Marshal	63,644.41	80,254.38	96,850.25
20	Human Resources Coordinator III	63,644.41	80,254.38	96,850.25
20	Management Analyst III - Budget	63,644.41	80,254.38	96,850.25
20	Management Analyst III - Strategy & Performance	63,644.41	80,254.38	96,850.25
20	Planner III	63,644.41	80,254.38	96,850.25



# Pay & Classification Schedule

Section 7, Item B.

## City of Hendersonville Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
21	Fire Captain	66,826.64	84,267.10	101,692.76
21	Fire Training Officer	66,826.64	84,267.10	101,692.76
21	Fleet Manager	66,826.64	84,267.10	101,692.76
21	Wastewater Treatment Manager	66,826.64	84,267.10	101,692.76
21	Water Treatment Manager	66,826.64	84,267.10	101,692.76
22	Civil/Utilities Engineer II	70,167.96	88,480.46	106,777.39
22	Police Lieutenant	70,167.96	88,480.46	106,777.39
22	Senior Accountant	70,167.96	88,480.46	106,777.39
22	Utilities Technology Manager	70,167.96	88,480.46	106,777.39
23	Fire Battalion Chief	73,676.36	92,904.48	112,116.26
23	Fire Marshal	73,676.36	92,904.48	112,116.26
23	Public Works Superintendent	73,676.36	92,904.48	112,116.26
24	Assistant Finance Director	77,360.18	97,549.70	117,722.07
24	City Clerk	77,360.18	97,549.70	117,722.07
24	Civil/Utilities Engineer III	77,360.18	97,549.70	117,722.07
24	Construction Division Manager	77,360.18	97,549.70	117,722.07
24	Downtown Division Manager	77,360.18	97,549.70	117,722.07
24	GIS Division Manager	77,360.18	97,549.70	117,722.07
24	Information Technology (IT) Manager	77,360.18	97,549.70	117,722.07
24	Planning Division Manager	77,360.18	97,549.70	117,722.07
24	Police Captain	77,360.18	97,549.70	117,722.07
25	Assistant Police Chief	81,228.19	102,427.19	123,608.17
25	Assistant Utilities Director	81,228.19	102,427.19	123,608.17
25	Deputy Fire Chief	81,228.19	102,427.19	123,608.17
26	Staff Attorney	85,289.60	107,548.55	129,788.59
27	Not Assigned	89,554.08	112,925.98	136,278.01
28	Budget & Evaluation Director	94,031.78	118,572.27	143,091.92
28	City Engineer	94,031.78	118,572.27	143,091.92
28	Communications Director	94,031.78	118,572.27	143,091.92
28	Community Development Director	94,031.78	118,572.27	143,091.92
28	Finance Director	94,031.78	118,572.27	143,091.92
28	Fire Chief	94,031.78	118,572.27	143,091.92
28	Human Resources Director	94,031.78	118,572.27	143,091.92
28	Police Chief	94,031.78	118,572.27	143,091.92
28	Public Works Director	94,031.78	118,572.27	143,091.92
28	Stormwater Director	94,031.78	118,572.27	143,091.92
28	Utilities Director	94,031.78	118,572.27	143,091.92

## Pay & Classification Schedule

Section 7, Item B.

### City of Hendersonville Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Position Title	Minimum	Midpoint	Maximum
29	Not Assigned	98,733.37	124,500.88	150,246.51
30	Not Assigned	103,670.04	130,725.92	157,758.84
31	Director of Public Services	108,853.54	137,262.23	165,646.77
32	Assistant City Manager	114,296.22	144,125.33	173,929.12
33	Not Assigned	120,011.02	151,331.60	182,625.57
34	Not Assigned	126,011.57	158,898.18	191,756.85
35	Not Assigned	132,312.15	166,843.09	201,344.69
36	Not Assigned	138,927.77	175,185.24	211,411.92

## City of Hendersonville

## Pay and Classification Schedule

Market Increase = 5.00% - July 1, 2024 to June 30, 2025 (FY25)

Grade	Minimum	Probation Completion (Minimum + 5.0%)	Midpoint	Maximum
1	25,186.26	26,445.57	31,759.39	38,326.94
2	26,445.57	27,767.85	33,347.36	40,243.28
3	27,767.85	29,156.24	35,014.73	42,255.44
4	29,156.24	30,614.05	36,765.46	44,368.22
5	30,614.06	32,144.76	38,603.73	46,586.62
6	32,144.76	33,752.00	40,533.93	48,915.96
7	33,752.00	35,439.60	42,560.61	51,361.75
8	35,439.59	37,211.57	44,688.64	53,929.84
9	37,211.58	39,072.16	46,923.08	56,626.33
10	39,072.15	41,025.75	49,269.23	59,457.66
11	41,025.76	43,077.05	51,732.69	62,430.53
12	43,077.05	45,230.90	54,319.32	65,552.06
13	45,230.90	47,492.45	57,035.29	68,829.66
14	47,492.45	49,867.06	59,887.05	72,271.14
15	49,867.06	52,360.41	62,881.41	75,884.70
16	52,360.41	54,978.44	66,025.48	79,678.94
17	54,978.44	57,727.36	69,326.75	83,662.88
18	57,727.36	60,613.73	72,793.09	87,846.02
19	60,613.72	63,644.41	76,432.74	92,238.33
20	63,644.41	66,826.63	80,254.38	96,850.25
21	66,826.64	70,167.97	84,267.10	101,692.76
22	70,167.96	73,676.36	88,480.46	106,777.39
23	73,676.36	77,360.18	92,904.48	112,116.26
24	77,360.18	81,228.19	97,549.70	117,722.07
25	81,228.19	85,289.60	102,427.19	123,608.17
26	85,289.60	89,554.08	107,548.55	129,788.59
27	89,554.08	94,031.78	112,925.98	136,278.01
28	94,031.78	98,733.37	118,572.27	143,091.92
29	98,733.37	103,670.04	124,500.88	150,246.51
30	103,670.04	108,853.54	130,725.92	157,758.84
31	108,853.54	114,296.22	137,262.23	165,646.77
32	114,296.22	120,011.02	144,125.33	173,929.12
33	120,011.02	126,011.57	151,331.60	182,625.57
34	126,011.57	132,312.15	158,898.18	191,756.85
35	132,312.15	138,927.76	166,843.09	201,344.69
36	138,927.77	145,874.15	175,185.24	211,411.92

Office of Management & Budget  
City Hall, Second Floor  
160 Sixth Ave. E.  
Hendersonville, NC 28792



828-697-3000  
[hendersonvillenc.gov/budget](http://hendersonvillenc.gov/budget)





## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** Adam Murr **MEETING DATE:** 06/06/2024  
**AGENDA SECTION:** CONSENT **DEPARTMENT:** Administration  
**TITLE OF ITEM:** FY25 Special Appropriations – *Adam Murr, Budget Manager*

### **SUGGESTED MOTION(S):**

I move City Council approve the Fiscal Year 2024-2025 (FY25) special appropriations allocations as presented.

### **SUMMARY:**

Each year, Council approves funding for services in partnership with local agencies. This agenda item is for discussion and final decision on fiscal year 2024-2025 (FY25) special appropriation allocations for public services.

**BUDGET IMPACT:** \$143,500 discretionary funding, \$176,500 full funding

**Is this expenditure approved in the current fiscal year budget?** Yes

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

### **ATTACHMENTS:**

Special Appropriations Summary

Special Appropriation Requests - Discretionary Funding				Council Recommendations										
City Manager Appropriation Target		\$ 143,500												
Organization	FY25 Requests	Notes	Council Appropriation	N/A	Is there a conflict?	Lyndsey Simpson	Is there a conflict?	Barbara Volk	Is there a conflict?	Jennifer Hensley	Is there a conflict?	Jeff Miller	Is there a conflict?	Category
Appropriation Available (25% of Budget)	35,875		375	35,875		375		375		375		375		
Arts Council of Henderson County, Inc.	17,750	Provide arts ed. to 200+ students, in Title 1 schools. Renting classroom space, pay art teachers & supplies.	2,250		No	-	Yes	3,000	No	3,000	No	3,000	No	Education, Arts, Culture, & Recreation
Blue Ridge Literacy Council- Literacy Connection	10,000	Provide tutoring to adults -learning materials: books, workbooks.	5,075		No	8,300	No	4,000	No	4,000	No	4,000	No	Education, Arts, Culture, & Recreation
Boy's & Girl's Club of Henderson County	7,000	Triple Play athletics program and equipment	2,825		No	-	Yes	1,300	No	5,000	No	5,000	No	Education, Arts, Culture, & Recreation
Flat Rock Playhouse (Vagabond School)	15,900	Funding for Black Box Series Production "The Mountaintop".	1,125		No	1,000	No	1,500	No	1,000	No	1,000	No	Education, Arts, Culture, & Recreation
Henderson County Education Foundation	8,547	Leader in Me Program provides leadership development opportunities for students, educators, and parents/guardians	3,625		No	4,000	No	3,500	No	3,500	No	3,500	No	Education, Arts, Culture, & Recreation
Hendersonville Community Theatre	9,690	Funding will be used for 2024 season productions	2,250		No	3,000	No	2,000	No	2,000	No	2,000	No	Education, Arts, Culture, & Recreation
Hendersonville Shuffleboard Club	1,200	Purchase equipment for recreational opportunities and maintain facilities.	1,200		No	1,200	No	1,200	No	1,200	No	1,200	No	Education, Arts, Culture, & Recreation
Hendersonville Symphony - Second Series	5,000	3rd and 6th grade orchestra education concerts.	1,500		No	1,500	No	1,500	No	1,500	No	1,500	No	Education, Arts, Culture, & Recreation
Hendersonville Symphony - Youth Education	5,000	Facility and production costs for orchestra grades 9-12.	1,500		No	1,500	No	1,500	No	1,500	No	1,500	No	Education, Arts, Culture, & Recreation
Mineral & Lapidary Museum	10,000	Educational materials for school tours of the museum and museum exhibits.	2,375		No	2,500	No	3,000	No	2,000	No	2,000	No	Education, Arts, Culture, & Recreation
Team ECCO	6,000	Free admission for City residents, employees, and families/children with special learning needs. Educational video production**	3,000		No	3,000	No	3,000	No	3,000	No	3,000	No	Education, Arts, Culture, & Recreation
The Hope Center of Hendersonville	15,000	Will allow 5 members with intellectual and developmental disabilities to attend day program at no cost to the members.	3,525		No	2,500	No	6,000	No	2,800	No	2,800	No	Education, Arts, Culture, & Recreation
YMCA of Western North Carolina	7,000	Site assessment, market analysis, site massing, and capital campaign feasibility study for Hendersonville Facility	5,250		No	7,000	No	4,000	No	5,000	No	5,000	No	Education, Arts, Culture, & Recreation
Sub-Total	118,087		35,500			35,500		35,500		35,500		35,500		
Appropriation Available (75% of Budget)	107,625		(375)	107,625		1,125		1,125		1,125		1,125		
Agribusiness Henderson County (AgHC)	5,000	Promote economic growth in agribusiness through recruitment and retention.	3,750		No	5,000	No	5,000	No	2,500	No	2,500	No	Life Quality and Economic Services
Blue Ridge Community Health Services	10,000	Provide 44 medical visits and 33 behavioral health visits for those experiencing homelessness.	5,625		No	7,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services
Blue Ridge Humane	10,000	Spay/neuter programing for residents of HVL - assists low income families and mitigates stray animal externalities.	3,125		No	-	Yes	2,500	No	5,000	No	5,000	No	Life Quality and Economic Services
Children & Family Resource Center	10,000	Provide funding for developmental, hearing, and vision screenings for children ages 3-5.	3,000		No	3,500	No	2,500	No	3,000	No	3,000	No	Life Quality and Economic Services
Henderson County Council on Aging	19,950	Full funding would provide 10 city residents home-delivered meals for an entire year. \$10.50/meal*1,900 meals = \$19,950.	15,000		No	15,000	No	15,000	No	15,000	No	15,000	No	Life Quality and Economic Services
Henderson County Habitat for Humanity	95,000	Home repairs for 10 families in Hendersonville	25,000		No	25,000	No	25,000	No	25,000	No	25,000	No	Life Quality and Economic Services
Henderson County Young Leaders (Camplify)	15,000	Funds will be used for a weeklong overnight summer camp for 130 youths 6th-9th grade and 12 Counselors-in-Training	2,000		No	2,000	No	2,000	No	2,000	No	2,000	No	Life Quality and Economic Services
Interfaith Assistance Ministry - Rent Asst.	56,000	Crisis Services = food and housing assistance.	19,500		No	18,000	No	20,000	No	20,000	No	20,000	No	Life Quality and Economic Services
Medical Loan Closet of Henderson County	3,000	Preparation and maintenance on medical equipment offered to in-need members of the community.	1,250		No	1,000	No	1,000	No	1,500	No	1,500	No	Life Quality and Economic Services
Only Hope WNC	10,000	Support of homeless youth including food, clothing, and school supplies.	3,125		No	3,500	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services
Pisgah Legal Services - Domestic Violence	10,000	Legal support for victims of domestic violence matched by federal grant from the NC Governor's Crime Commission.	4,625		No	3,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services
Safelight, Inc.	10,000	Job training program for survivors of interpersonal violence for economic empowerment & independence.	3,000		No	3,000	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services
St. Gerard House	6,000	Event support for special needs children and families, including meals, education, and childcare.	3,000		No	3,000	No	3,000	No	3,000	No	3,000	No	Life Quality and Economic Services
Star Lite	2,000	90 Blessing bags and/or boxes- contains either food or school supplies	2,000		No	2,000	No	-	No	-	No	-	No	Life Quality and Economic Services
The Mediation Center	3,000	Funding for Community Mediation Coordinator.	1,125		No	500	No	2,000	No	1,000	No	1,000	No	Life Quality and Economic Services
Thrive	10,000	Funds will support Coordinated Entry staff to aid residents at risk of losing housing.	7,500		No	7,500	No	7,500	No	7,500	No	7,500	No	Life Quality and Economic Services
True Ridge	10,000	Expanding bilingual edutational and outreach programs, increasing health access and education on Medicaid expansion, support cultural events, and training for legal translation services.	5,375		No	6,500	No	5,000	No	5,000	No	5,000	No	Life Quality and Economic Services
Sub-Total	284,950		108,000	-		106,500		106,500		106,500		106,500		
Total	403,037		143,500	\$ -		\$ 142,000		\$ 142,000		\$ 142,000		\$ 142,000		
Special Appropriation Requests - Full Funding														
Organization	FY25 Requests	Notes	Council Appropriation	N/A	Is there a conflict?	Lyndsey Simpson	Is there a conflict?	Barbara Volk	Is there a conflict?	Jennifer Hensley	Is there a conflict?	Jeff Miller	Is there a conflict?	Category
Henderson County Economic Investment Fund	50,000	Economic development support and programming.	50,000		No	50,000	No	50,000	No	50,000	No	50,000	No	Full Funding
Henderson County Partnership for Econ. Dev.	25,000	Economic development support and programming.	25,000		No	25,000	No	25,000	No	25,000	No	25,000	No	Full Funding
Henderson County Rescue Squad	15,000	Aid and assist in case of disaster or accident.	15,000		No	15,000	No	15,000	No	15,000	No	15,000	No	Full Funding
Interfaith Assistance Ministry	14,000	Water bills and water repairs	14,000		No	14,000	No	14,000	No	14,000	No	14,000	No	Full Funding
Merchant's and Business Association	2,500	To provide enhanced quality parades.	2,500		No	2,500	No	2,500	No	2,500	No	2,500	No	Full Funding
Mills River Partnership	70,000	Water quality efforts in the Mills River.	70,000		No	70,000	No	70,000	No	70,000	No	70,000	No	Full Funding
Total	176,500		176,500			\$ 176,500		\$ 176,500		\$ 176,500		\$ 176,500		



## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

**SUBMITTER:** John Connet, City Manager      **MEETING DATE:** 6/6/24

**AGENDA SECTION:** BOARD AND COMMISSION APPOINTMENTS      **DEPARTMENT:** Administration

**TITLE OF ITEM:** ABC Board Appointments – *John Connet, City Manager*

### **SUGGESTED MOTION(S):**

I move that City Council appoint \_\_\_\_\_ to a three year term, \_\_\_\_\_ to a two year term and \_\_\_\_\_ to a one year term. Furthermore, I move that \_\_\_\_\_ be appointed as Chairperson of the Blue Ridge ABC Board for a term of two years.

### **SUMMARY:**

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

**BUDGET IMPACT:**    \$ NA

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

**If no, describe how it will be funded.** NA

### **ATTACHMENTS:**

Current ABC Board Members

ABC Merger Agreement

*Meet monthly on 4th Tuesday of each month at 10:00 a.m. at the ABC office located at 205 S. Church Street, Hendersonville, NC*

*The ABC Board is composed of a chairman & two other members who are well-known for their character, ability and business acumen. The members serve three-year staggered terms and are appointed by the City Council. Terms expire June 30 of the appointed year. The chairman of this Board is designated by the City Council. The Board of Alcohol Control shall be organized under the authority of North Carolina G.S. 18B-700. All actions are subject to the review and oversight of the State Board of Alcoholic Control.*

Members	Address	Phone	Email	Appointed	Term Expires	Comments
Marcia Kane Chair	1050 Carousel Ln. Hendersonville, NC 28792	243-8006	<a href="mailto:marcie2@gmail.com">marcie2@gmail.com</a>	05/2021	6/2024	Appointed Chair 5/6/2021
Chuck McGrady	78 Crossbill Ln., Unit 2 Hendersonville, NC 28792	674-6118	<a href="mailto:chuckmcgrady@bellsouth.net">chuckmcgrady@bellsouth.net</a>	06/2019 '06/2022	6/2025	
William "Ken" Calhoun	32 Lark Spur Hendersonville, NC 28792	891-9528	<a href="mailto:wkcalthoun33@yahoo.com">wkcalthoun33@yahoo.com</a>	07/2020 '06/2023	6/2026	
Updated - 5/24/2023 JMMurray						



STATE OF NORTH CAROLINA  
COUNTY OF HENDERSON

INTERLOCAL AGREEMENT TO PROVIDE FOR THE MERGER OF ABC SYSTEMS

**THIS INTERLOCAL AGREEMENT TO PROVIDE FOR THE MERGER OF ABC SYSTEMS** (“Interlocal Agreement”), entered into on the 8 day of May, 2024, by and between the City of Hendersonville, a North Carolina municipal corporation (“City”), and the Town of Laurel Park, a North Carolina municipal corporation (“Town”),

WITNESSETH:

**THAT WHEREAS**, the City Council for the City of Hendersonville is the appointing authority for the Hendersonville ABC Board, duly established by election, pursuant to the authority of chapter 954 of the 1955 North Carolina Session Laws; and

**WHEREAS**, the Town Council for the Town of Laurel Park is the appointing authority for the Laurel Park ABC Board, duly established by election, pursuant to the authority of chapter 163 of the 1981 North Carolina Session Laws; and

**WHEREAS**, the City of Hendersonville Board of Alcoholic Beverage Control currently operates an ABC system consisting of three stores and a warehouse, plus inventory and equipment, said stores being located at 205 Church Street, Hendersonville, NC (“Church Street Store”), 275 Thompson Street, Hendersonville, NC (“Thompson Street Store”), and 32 McMurray Road, Hendersonville, NC (“McMurray Road Store”), the warehouse being located at the Church Street store (“Hendersonville Warehouse”), the Hendersonville System being collectively hereinafter referred to as the “Hendersonville System”; and

**WHEREAS**, the Town of Laurel Park Alcoholic Beverage Control Board currently operates an ABC system consisting of one store plus inventory and equipment, said store being located at 1709 Brevard Highway, Laurel Park, NC (“Laurel Park Store”), the Laurel Park System being collectively hereinafter referred to as the “Laurel Park System”; and

**WHEREAS**, the stores operated by the Hendersonville ABC System and the Laurel Park ABC System are operated in the same general area, and are in close proximity to one another;

**WHEREAS**, the Hendersonville City Council and the Laurel Park Town Council wish to merge the ABC systems, currently operated independently by the City of Hendersonville Board of Alcoholic Beverage Control and the Town of Laurel Park Alcoholic Beverage Control Board pursuant to the authority of N.C.G.S. § 18B-703 and N.C.G.S. Chapter 160A Article 20, Part 1; and

**NOW THEREFORE THIS AGREEMENT**, that for and in consideration of the mutual promises and covenants contained hereinbelow, the mutuality and sufficiency of each being acknowledged by the parties hereto, the parties agree as follows:

1. Whereas Clauses. The Whereas clauses are incorporated into this Agreement.

2. Merger. Upon the due approval and execution of this Interlocal Agreement by and on behalf of the City and the Town, the City of Hendersonville Board of Alcoholic Beverage Control, the Town of Laurel Park Alcoholic Beverage Control Board, and the approval by the North Carolina Alcoholic Beverage Control Commission (“Commission”), the independent boards shall be merged into one consolidated board and the Hendersonville System and the Laurel Park System shall be merged into one consolidated system, having a Hendersonville Division and a Laurel Park Division, said merger to be effective July 1, 2024, or the date approved by the Commission, whichever is later.
3. Name. The name of the consolidated ABC Board shall be the “Blue Ridge Alcoholic Beverage Control Board.”
4. Composition of the Board. The Blue Ridge Alcoholic Beverage Control Board (“Blue Ridge ABC Board”) will have five (5) members, with three members being appointed by the City Council, and two members being appointed by the Town Council. The initial members of the Blue Ridge ABC Board shall be appointed and serve an initial term as follows:
  - a. The City Council shall appoint an initial member to serve an initial three (3) year term.
  - b. The City Council and the Town Council shall each appoint an initial member to serve a two (2) year term.
  - c. The City Council and the Town Council shall each appoint an initial member to serve a one (1) year term.

From and after the initial appointments, each member seat shall be appointed by the original appointing Council for three-year staggered terms. Mid-term vacancies in a member seat shall be filled by the appointing Council for the remainder of the unexpired term. No member may serve for more than two (2) consecutive terms at a time. The Town Council and City Council shall appoint members on the basis of the appointees’ interest in public affairs, good judgment, knowledge, ability, and good moral character (ref. NCGS § 18B-700(d)).

5. Appointment of a Chair. The initial Chair of the Blue Ridge ABC Board shall be the initial member appointed by the City Council to a three (3) year membership term. The initial Chair of the Blue Ridge ABC Board shall serve as Chair for the first two years of their initial three (3) year term as a Blue Ridge ABC Board member. Subsequent appointments of a member to the office of Chair shall be for one (1) year, with the Chair appointments alternating between the Town Council and the City Council. All mid-year vacancies in the office of Chair shall be filled by the Council that named the vacating member as Chair, for the remainder of the one-year service period left by the vacating member. If the vacating Chair’s membership seat is also vacant, the membership vacancy shall be filled in accordance with paragraph 4, above.
6. Organizational Meeting. The initial Chair shall call a special meeting during the first week of July, 2024, to take all such actions as may be necessary to complete the organization of the Blue Ridge ABC Board and the Blue Ridge ABC System. Such meeting shall be advertised in accordance with the North Carolina Open Meetings Law. Such actions shall include, but not be limited to:

- a. Appointment of other officers (reference paragraph 7 below), including the Finance Officer and Secretary.
  - b. Adopt initial bylaws and rules of procedure.
  - c. Appointment of all employees, including approval of salaries and benefits (reference paragraph 11(c) below).
  - d. Adoption of the Hendersonville System policies and procedures, including but not limited to personnel policies and operations manuals (reference paragraph 11(c) below).
  - e. Ratification or termination of existing contracts and leases of the Hendersonville System and the Laurel Park System.
  - f. Adopt an interim budget until the budget for the remainder of the fiscal year can be approved.
  - g. Set a date for the required public hearing for the new budget of the merged Blue Ridge ABC System.
  - h. Such other actions as are required.
7. Other Officers. At their organizational meeting, and annually thereafter, the Blue Ridge ABC Board shall appoint a Vice Chair to serve for 1 year. The Vice Chair shall serve as Chair in the absence of the Chair. The Blue Ridge ABC Board shall also appoint a Secretary and Finance Officer. The Secretary shall be the official records custodian, shall take and compile minutes of the Blue Ridge ABC Board, and advertise Blue Ridge ABC Board meetings in accordance with the North Carolina Open Meetings Law, where required. The Secretary and Finance Officer shall be staff persons, employed by the Blue Ridge ABC Board who will serve at the pleasure of the Blue Ridge ABC Board.
8. Removal. Blue Ridge ABC Board members may be removed for cause, at any time, 1) by the Council that appointed the member without the consent or approval of the other Council, or 2) by the Commission in accordance with Chapter 18B of the North Carolina General Statutes. (ref NCGS § 18B-202, 700(f), and 704) Removal of a member appointed by the City Council shall only require action by the City Council and consent or approval by the Town Council shall not be required. Removal of a member appointed by the Town Council shall only require action by the Town Council and consent or approval by the City Council shall not be required.
9. Compensation. The Chair shall receive \$500.00 per meeting, and members shall receive \$150.00 per meeting.
10. Powers and Duties of the Blue Ridge ABC Board. Upon the effective date of the merger (ref paragraph 1 above), the Blue Ridge ABC Board shall have the powers and duties granted by Chapter 18B of the North Carolina General Statutes, in addition to and as modified by the powers and duties granted to the City of Hendersonville Board of Alcoholic Beverage Control or the Town of Laurel Park Alcoholic Beverage Control Board by local act.

11. Merger of ABC Systems. The Hendersonville System and the Laurel Park System shall become assets of the Blue Ridge ABC Board, and together both systems shall collectively be known as the Blue Ridge ABC System. A notice of merger shall be filed in the Henderson County Register of Deeds Office. Notwithstanding the merger, all tangible and intangible assets and inventory shall be accounted for separately within the merged system, as a Hendersonville division and a Laurel Park division. All assets, including inventory, and liabilities belonging to the Hendersonville System on June 30, 2024, shall be attributed to the Hendersonville division, and likewise, all assets, including inventory, and liabilities belonging to the Laurel Park System on June 30, 2024, shall be attributed to the Laurel Park division.

- a. Inventories. On June 30, 2024, both the Hendersonville System and the Laurel Park System shall be inventoried.
- b. Reserved.
- c. Employees. All employees of the Hendersonville System and the Laurel Park System shall become employees of the the Blue Ridge ABC Board. All policies and procedures of the City of Hendersonville Board of Alcoholic Beverage Control, including pay scale and benefits, shall apply to the Blue Ridge ABC System until such time as the Blue Ridge ABC Board can adopt new policies.
  - i. The current general manager of the Hendersonville System shall be the initial general manager of the Blue Ridge ABC System.
  - ii. A new position shall be created for the Blue Ridge ABC System—the position of assistant general manager. The initial assistant general manager of the Blue Ridge ABC System shall be chosen as provided in this subparagraph ii. The current general manager of the ABC system will advertise the new position and accept, with the goal of hiring an assistant general manager by September 30, 2024. The general manager shall select from among the pool of applicants 3-5 applicants for interviews. Interviews shall be conducted by a 3-member panel consisting of 2 members of the Blue Ridge ABC Board – one City appointee and 1 Laurel Park appointee, and the general manager. The final decision on the applicant selected to fill the assistant general manager position shall be made by the general manager. The selected assistant general manager, and all future assistant general managers, shall be an employee of the Blue Ridge ABC System, subject to the same policies and benefits as the other employees of the merged system.
  - iii. A final payroll shall take place prior to the effective date of the merger, or if paid in whole or in part after the effective date of the merger, such cost paid after the merger shall be paid from the Hendersonville division assets (for Hendersonville System employees) and Laurel Park division assets (for Laurel Park System employees). All employees may carry forward any accumulated vacation leave; however such accumulated leave shall be a liability against the division assets of their former ABC system – former Hendersonville System employees’



accumulated leave will be a liability of the Hendersonville division, and former Laurel Park System employees' accumulated leave will be a liability of the Laurel Park division.

- iv. All eligible employees of the Blue Ridge ABC System and the Blue Ridge ABC Board shall be participating members of the Local Government Employees' Retirement System.
- d. Outstanding Expenses and Obligations. All outstanding expenses and obligations of the individual ABC systems existing on the effective date of the merger shall be satisfied from the division assets of each former ABC system – liabilities of the Hendersonville System will be a liability of and shall be satisfied from the Hendersonville division, and liabilities of the Laurel Park System will be a liability of and be satisfied from the Laurel Park division. Any and all claims, actions, or other liabilities, whether known or unknown, arising from the operations of the Laurel Park System shall be satisfied from the Laurel Park division. Any and all claims, actions, or other liabilities, whether known or unknown, arising from the operations of the Hendersonville System shall be satisfied from the Hendersonville division.
- e. Net Position. Unrestricted net position shall be determined for both the Hendersonville System and the Laurel Park System as of June 30, 2024. Any unrestricted net position for the Hendersonville System in excess of ten percent (10%) of its operating budget for FY 2023-24 shall be distributed to the City of Hendersonville (after deducting Statutory Distribution Requirements for the Hendersonville System) with the City's first quarterly distribution from the Blue Ridge ABC System. Any unrestricted fund balance for the Laurel Park System in excess of ten percent (10%) of its operating budget for FY 2023-24 shall be distributed to the Town of Laurel Park with the Town's first quarterly distribution from the Blue Ridge ABC System, and the Town shall comply with the Statutory Distribution Requirements for the Laurel Park System with respect to the fund balance so distributed to the Town.

## 12. Distribution of Profits.

- a. Allocation Between Divisions. Accounting for revenues, expenses, debt, liabilities, payables, receivables, profits, depreciation, and assets (both tangible and intangible), and all other financial and managerial accounting, shall occur on a division basis (Hendersonville division and Laurel Park division), in addition to the overall merged system, in accordance with generally accepted accounting principles.
- b. ABC Stores. Each store operated by the merged ABC system shall be operated as its own profit center. Except as provided in 12.b.ii, 12.b.iii, 13.c.1 and 13.c.ii below, net profits from those stores currently located in the City of Hendersonville shall be attributed to the Hendersonville division, and net profits from those stores currently located in the Town of Laurel Park shall be attributed to the Laurel Park division. If any existing store is relocated, the net profits from such store shall continue to be attributed to the division where such store was originally located regardless of its new location.

- i. In calculating net profit for a store, a proportional share of system wide administrative expenses shall be allocated to each store according to its gross revenue share as compared to the gross revenue of the merged system for the applicable period. As an example, system wide administrative expenses for the first quarter would be allocated to each store proportionally based on gross revenues of the store compared to the gross revenues of the entire system for the first quarter.
  - ii. From and after the effective date of this Agreement, net profits from existing commercial accounts shall continue to be attributed to the division serving such account prior to the merger of the Hendersonville System and the Laurel Park System. As an example, net profits from a commercial customer whose account was with the Laurel Park System prior to the merger shall continue to be attributed to the Laurel Park division after the merger.
  - iii. From and after the effective date of this Agreement, net profits from new commercial accounts shall be attributed to the ABC store located closest to the business being served by the commercial account, regardless of whose geographic jurisdiction the business is located in. Distance shall be judged as the crow flies. As an example, a restaurant located 1 mile from the Laurel Park Store, and 1.5 miles from the Hendersonville Church Street store, opens a new commercial account with the Blue Ridge ABC System. Net profits from this new commercial account would be attributed to the Laurel Park division. For the avoidance of doubt, annual renewals of a business's ABC permit shall not constitute new commercial accounts.
- c. Warehouse. The warehouse operated as part of the Hendersonville Division; however inventory shall be sold at cost to each store within both the Hendersonville Division and the Laurel Park Division.
- d. Other Revenues and Expenses. All other revenues and expenses for the merged system shall be shall allocated proportionally between the Hendersonville Division and the Laurel Park Division according to gross revenues of each, as compared to the gross revenues of the total system for the applicable period. As an example, other revenues for the first quarter would be allocated proportionally between the Hendersonville division and the Laurel Park Division based on gross revenues of each for the first quarter as compared to the gross revenues of the entire system for the first quarter.
- e. Statutory Distributions. Revenues from the Hendersonville division shall be used to meet the Statutory Distribution Requirements previously existing for the Hendersonville System, and revenues from the Laurel Park division shall be used to meet the Statutory Distribution Requirements existing as of the date of this Interlocal Agreement for the Laurel Park System, as either or both may be amended by local or generally applicable laws.

13. Location of ABC Stores.

- a. Within the Town or City. With the approval of the Commission, and as allowed by applicable law, future stores may be operated inside of municipal limits for the Town or the City. The location of ABC stores inside of the municipal limits of the Town and the City shall be at the discretion of the Blue Ridge ABC Board, as approved by the Commission. Notwithstanding this discretion, the Blue Ridge ABC Board shall operate at least one ABC store in the Laurel Park town limits for the duration of this interlocal agreement. If approval by the appointing authority is required for the operation of a new store within the City or the Town, new stores operated within the City shall only require the approval of the City Council, and new stores operated within the Town shall only require the approval of the Town Council.
- b. Outside the Town or City. With the approval of the Commission, and as allowed by applicable law, future stores may be operated outside of the municipal limits of the Town or the City. The location of ABC stores outside of the municipal limits of the Town and the City shall be at the discretion of the Blue Ridge ABC Board, as approved by the Commission. If approval by the appointing authority is required for the operation of a new store outside the City or the Town, new stores operated outside the City shall require the approval of both the City Council and the Town Council.
- c. Net Profit from New ABC Stores. Regardless of whether a new store is located within or outside the municipal limits of the Town or the City, net profit from a new ABC store opening from and after the effective date of this Agreement shall be attributed as follows:
  - i. Net profit from new ABC stores located in Area I on the attached Exhibit A shall be divided equally between the Hendersonville division and the Laurel Park division.
  - ii. Net profit from new ABC stores located in Area II on the attached Exhibit A shall be attributed to the Hendersonville division.

Exhibit A is incorporated herein by reference.

14. Allocated and Specialty Bourbons. The number of bottles of allocated and specialty bourbons shall not be decreased for the Laurel Park ABC Store beyond levels currently received as of the date of this Agreement unless distributions from the State of North Carolina are decreased below the levels currently received as of the date of this Agreement. Any increases or decreases in distributions from the State of North Carolina beyond the levels currently received shall be divided proportionately between the Hendersonville Division and the Laurel Park Division based upon the prior fiscal year's gross sales. As an example, if in FY 2025 9 additional bottles of specialty bourbon are allocated to the Blue Ridge ABC System, and for FY 2025 the Hendersonville Divisions gross sales were \$1.0 Million, and the Laurel Park Division's gross sales were \$500,000, then 2/3 of the bottles (6) would be allocated to the Hendersonville Division, and 1/3 of the bottles (3) would be allocated to the Laurel Park Division.

15. Delivery of Product to Laurel Park. The Laurel Park Store, or such other ABC store(s) as may be operated within the Town of Laurel Park shall receive at least one delivery of products every week from the Hendersonville warehouse.
16. Hours of Operation. All stores operated by the Blue Ridge ABC System shall be open from 9am to 9pm, except that the Laurel Park Store shall extend the hours of operation to 9am-9pm not later than twenty-four months after the effective date of the merger of the Hendersonville System and the Laurel Park System.
17. Definitions and Generally Applicable Terms.
  - a. Appointing Authority. Except as otherwise provided in this Agreement, the term “appointing authority” shall be deemed to refer to both the Town Council and the City Council acting jointly.
    - i. Where applicable law requires approval by the “appointing authority,” if such approval is with respect to the assets or operations of the Hendersonville division approval by just the City Council shall be required. Likewise, if such approval is with respect to the assets or operations of the Laurel Park division, approval by just the Town Council shall be required.
    - ii. Where applicable law requires approval by the “appointing authority,” and such approvals are with respect to matters of the Blue Ridge ABC System as a whole, the approval of both the City Council and the Town Council shall be required.
    - iii. Where approval of both Councils is required, and both Councils do not approve, the matter shall be considered not approved. If the nonapproval by one Council results in a stalemate which negatively impacts the operations of the Blue Ridge ABC System, the Blue Ridge ABC Board may request that both Councils employ a mediation process to resolve the stalemate.
  - b. Fiscal Year. The fiscal year for the Blue Ridge ABC System shall be July 1 – June 30.
  - c. Systemwide Administrative Expenses. Systemwide administrative expenses are those expenses incurred that benefit the entire merged system including, but not limited to, the salary and office space of the general manager and assistant general manager, back office operations, accounting services, insurance, legal services, etc.
  - d. Statutory Distribution Requirements. Statutory Distribution Requirements are those distributions mandated by Chapter 18B of the North Carolina General Statutes from alcohol sales, as modified by local acts of the North Carolina General Assembly. For the Hendersonville System, as of the date of this Interlocal Agreement, the following local acts have been adopted: Chapter 954 of the 1955 Session Laws, Chapter 341 of the 1967 Session Laws, Chapter 672 of the 1967 Session Laws, Chapter 105 of the 1995 Session Laws, and Chapter 177 of the 1999 Session Laws. For the Laurel Park System, the following local acts have been adopted: Chapter 163 of the 1981 Session Laws.
18. Term. This Interlocal Agreement shall have a term of twenty (20) years.



19. Termination of the Interlocal Agreement. Either party hereto may terminate this Interlocal Agreement by giving at least 1 year's advanced notice in writing to the other party. Any such termination shall be effective at the end of a fiscal year. The notice required herein shall be a Resolution, duly adopted by the terminating party, and delivered in person or by certified mail to the mayor for the non-terminating party. No such termination shall be effective until approved by the Commission. Upon the effective date of termination, Blue Ridge ABC System shall be dissolved, and a notice of dissolution shall be filed in the Henderson County Register of Deeds Office. The City shall reconstitute and appoint the City of Hendersonville Board of Alcoholic Control, and the Town shall reconstitute and appoint the Town of Laurel Park Alcoholic Beverage Control Board. All assets of the Hendersonville division shall be distributed to the City of Hendersonville Board of Alcoholic Control and all assets of the Laurel Park division shall be distributed to the Town of Laurel Park Alcoholic Beverage Control Board. Such distribution shall be confirmed and adjusted as required after an audit has been performed as of the effective date of the termination and dissolution. Notwithstanding the foregoing, neither party may terminate this Interlocal Agreement if there is outstanding debt, secured by revenues of the entire Blue Ridge ABC System, unless such debt can be retired through a refinancing or other available means as of the effective date of such termination.
20. This Interlocal Agreement constitutes the complete and entire agreement between the parties and supersedes all prior and contemporaneous negotiations. This Agreement may only be amended by written instrument, duly approved by Resolution of both parties hereto, and where required, with the approval of the Commission. There shall be no intended nor incidental beneficiaries of this Agreement.
21. Except a notice to terminate this Interlocal Agreement, all notices shall be deemed effective upon receipt if in writing, and delivered to the following persons in person, by certified mail, or by commercial carrier providing the ability to track delivery:
- a. If to the City:                   The City Manager  
  160 6<sup>th</sup> Avenue West  
  Hendersonville, NC 28792
  - b. If to the Town:                   The Town Manager  
  441 White Pine Dr  
  Hendersonville, NC 28739
22. This Agreement shall be governed by the laws of the State of North Carolina. Exclusive venue shall be in a court having jurisdiction in Henderson County, North Carolina.
23. This Agreement may be executed in duplicate, each to have the force and effect of an original.

In witness whereof, the parties cause this contract to be duly approved by Resolution and have set their hand and seal.

**THE TOWN OF LAUREL PARK**

**THE CITY OF HENDERSONVILLE**

BY: J. C. [Signature]  
Mayor

Attest:

[Signature]  
Town Clerk  
(Town Seal)

BY: Barbara L. Volk  
Mayor

Attest:

[Signature]  
City Clerk  
(City Seal)





# CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

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**SUBMITTER:** Jill Murray, *CMC, NCCMC*      **MEETING DATE:** June 6, 2024

**AGENDA SECTION:** BOARD/COMMITTEE APPOINTMENTS      **DEPARTMENT:** ADMINISTRATION

**TITLE OF ITEM:** Board & Commission Vacant Seat Appointments – *Jill Murray, City Clerk*

**SUGGESTED MOTION(S):**

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

**ATTACHMENTS:**  
Memo

CITY COUNCIL:  
BARBARA G. VOLK  
Mayor  
LYNDEY SIMPSON  
Mayor Pro Tem  
DR. JENNIFER HENSLEY  
JEFF MILLER  
MELINDA P. LOWRANCE



Section 9, Item B.

JOHN F. CONNET  
City Manager  
ANGELA S. BEEKER  
City Attorney  
JILL MURRAY  
City Clerk

To: Honorable Mayor and Members of the City Council  
From: Jill Murray, City Clerk  
Subject: Board and Committee Vacancies for Consideration of Appointment on June 6, 2024  
Date: May 31, 2024/**Edited June 6, 2024**

Honorable Mayor and Members of City Council:

Attached is information and applications regarding the upcoming June appointment cycle for your advisory boards. I solicited through newspaper, as well as, social media. Below are the applications received as of May 30, 2024. I realize this a lot and can get confusing so please reach out to me with any questions.

**Please note the ones in red are currently on the board and have applied to remain on the board. The ones in blue were just added and I added Virginia Tegel's application.**

**A. Animal Services Advisory Committee**

There are no residency requirements for this Committee.

(3 ~~ETJ~~ vacancies ending June 30, 2024; three additional vacancies if City Council amends the charter as per the Committee's request below.)

We received 3 applications as follows:

1. **Catherine Weibel – Mills River - Reapplying for a full term**
2. **Robin Grainger – County – Reapplying for a full term**
3. Dalleen Jackson-McClasky –County - New Applicant
4. Holly Newton – City – New Applicant
5. Beth Scarborough – City – New Applicant
6. Patricia Shepherd – City – New Applicant
7. Joy Edwards – City – New Applicant

Katie Weibel and Robin Grainger both wish to remain on the board and are in good standing. ~~There is one additional ETJ vacancy and we have one ETJ applicant, Dalleen Jackson-McClasky.~~ When appointed, they will each serve a three-year term.

At their last meeting, the board voted to ask City Council to add three more members to their board, thereby making it an 11 person board. Because of this, Council will need amend the Committee charter to expand the membership from 8 members to 11 members, and to appoint 3 At-Large additional members, for a total of 6 appointments.



**ARTICLE IV. MEMBERSHIP AND DUTIES. Section 1. Membership and Appointment.** All appointments shall be made by the City of Hendersonville City Council. The Committee shall consist of ~~eight (8)~~ eleven (11) members: ~~Seven (7)~~ Ten (10) members from the general public with various affiliations and diverse background and one (1) animal services professional. The City Manager shall appoint a staff liaison from the City of Hendersonville Police Department to the Committee who shall assist the Committee with carrying out their duties and responsibilities.

**\*\*City Council needs to appoint 3 ETJ members and 3 At Large six members**

## **B. Board of Adjustment**

(2 City vacancies ending June 30, 2024)

We received 1 application as follows:

1. Reid Barwick – City – New Applicant

There are two “city” vacancies, one being an alternate. We have only received one “city” application.

**\*\*City Council needs to appoint two city vacancies but we only have one applicant so just appoint the one for now.**

## **C. Business Advisory Committee**

(3 vacancies ending June 30, 2024)

We received 5 applications as follows:

1. Chris Cormier Appointed by Chamber of Commerce – Reapplying for a full term  
Owns Carolina Specialties Construction
2. Cam Boyd – Appointed by City Council - Reapplying for a full term  
Owns Boyd Chevrolet
3. Jamie Justus – Appointed by Partnership for Economic Development (taking over for Brittany Brady)
4. Sara Whitley – New Applicant  
Owns Complete Peace PLLC; Ikigio
5. Tom Makowski – New Applicant  
Owns Eagle Bar & Grill; Blue Ridge Rentals; The Main Event & Western Carolina Steakhouse

We have three vacancies on this board and two of the three wish to be reappointed and are in good standing. Brittany Brady has resigned and suggested Jamie Justus to take her place on the Partnership for Economic Alliance which is a required appointment. Once appointed, they will each serve a three-year term.

**\*\*City Council needs to appoint three people. All of them are eligible but two would like to renew and one is a requirement (Jamie Justus).**

**D. Diversity & Inclusion Advisory Committee**

(2 ETJ vacancies ending June 30, 2024)

We received 12 applications as follows

- 1. Florence Allbough - Etowah – Reapplying for a full term
- 2. Tyler McCarson – County – New Applicant
- 3. Kimberly Guice – Penrose – New Applicant
- 4. Talie Ogle-Stepp – County - New Applicant
- 5. Tanya Rodriguez – Mills River - New Applicant
- 6. Kristie Hillenburg – County – New Applicant
- 7. Ciara Walker – Flat Rock – New Applicant
- 8. Victor Mills – County – New Applicant
- 9. Desean Jackson – ETJ - New Applicant (not sure if still interested)
- 10. Dana Davis – County – New Applicant (not sure if still interested)
- 11. Yadira Ortiz – County – New Applicant (not sure if still interested)
- 12. Bonnie Wilson – ETJ- New Applicant
- 13. Penny Pearson – City – New Applicant

Florence wishes to stay on the board and we need another ETJ appointment. When appointed, they will each serve a three-year term.

**\*\*City Council needs to appoint two ETJ people. One would like to renew her membership and the other needs to be ETJ.**

**\*\*Mayor Pro Tem Simpson has been serving as the City Council alternate liaison per the requirement of Article IV Section 1 of the DEI Committee’s Charter and Rules of Procedure. Council is asked to consider amending the Charter to allow for any City Council member to serve as the alternate liaison to this Committee and to appoint Council Member Lowrance as the alternate liaison.**

**Article IV. MEMBERSHIP AND DUTIES.** Section 1. Membership and Appointment. All appointments shall be made by the City of Hendersonville City Council. The Committee shall consist of seven (7) at-large members and with the Mayor serving as the City Council liaison, and **the Mayor Pro Tempore serving a City Council member** to serve as the alternate City Council liaison. The City Council liaison and alternate liaison are not considered members for purposes of quorum or voting. The City Manager shall appoint a staff liaison to the Committee who shall assist the Committee with carrying out their duties and responsibilities.

**E. Downtown Mainstreet Advisory Committee**

(5 vacancies ending June 30, 2024)

We received 11 applications as follows:

1. Caroline Gunther Main St. - Reapplying for a full term
2. Carole Sitzler – Main St. - Reapplying for a full term
3. Matthew Hickman – 7<sup>th</sup> Avenue – Reapplying for a full term
4. Oliver Wall – City (DT Business Manager) – New Applicant
5. Andrea Martin – City (Business/Not MSD) – New Applicant
6. Ryan Salvesen – City- New Applicant
7. Patsy Dupree – County (Volunteers) – New Applicant
8. Tracy Graham – County (DT Business) – New Applicant
9. Gayle Cinke – County (Volunteers) – New Applicant
10. Diane Dean – County (Art League) – New Applicant

Caroline Gunther, Carole Sitzler and Matthew Hickman all wish to stay on the board and are in good standing. We have two At-Large vacancies to fill as well. Once appointed, they will each serve a three-year term.

**\*\*City Council needs to appoint 5 people, three of whom are reapplying and invaluable to the board. Council will need to reappoint the three members and then pick two At-Large members.**

**City Council also needs to appoint a City Council member as a liaison to the Downtown Mainstreet Advisory Committee.**

**F. Environmental Sustainability Board**

(5 vacancies ending June 30, 2024; 4 City and 1 At-Large)

We received 5 applications as follows:

1. Virginia Tegel (Vice-Chair) – Reapplying for a full term
2. Omar Zafra – City – New Applicant
3. Tanya Guzman – City – New Applicant
4. June Shelp – City – New Applicant
5. Scott Harmon - City – New Applicant
6. Jane Edgar - ETJ – New Applicant
7. Robin Matulich - ETJ – New Applicant
8. Bruce Austin – ETJ – New Applicant
9. Amy Smith – Zirconia – New Applicant
10. Katrina Hichman – Fletcher – New Applicant
11. Polly Simmons – County – New Applicant

**\*\*City Council needs to appoint 4 City and 1 At-Large member.**

## G. **Tree Board**

(2 City vacancies ending Dec. 31, 2025 & Dec. 31, 2026)

We received 2 applications as follows:

1. Melody Crawford - City – New Applicant
2. Scott Harmon - City – New Applicant

This board does not typically renew their members until December, however, they are down two members unexpectedly so we would like to fill them.

**\*\*City Council needs to appoint two City members.** Additionally, City Council is asked to appoint Mayor Pro Tem Simpson as the City Council liaison to this Board.



Applications were unpublished from this agenda  
on June 13, 2024 – Jill Murray, City Clerk

FISCAL YEAR 2023 - 2024 (FY24) BUDGET AMENDMENTS			Completed	Corrected	
			Proposed	Denied	
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	EXISTING BUDGET	INCREASE	DECREASE	REVISED BUDGET
301-0000-420050-G2403	Grant Revenue	-	40,000	-	40,000
301-7855-550102-G2403	Capital Outlay - Services and Fees	-	40,000		40,000

010-1555-519104	Prof Services- ENG	10,000	-	10,000	-
010-1555-521030	Medical	2,000	-	2,000	-
010-1555-521060	Educational Supplies	2,500	-	2,500	-
010-1555-524020	R&M Equipment	20,000	-	1,200	18,800
010-1555-524030	R&M Trucks	40,000	-	1,200	38,800
010-1555-531275	Tuition Reimbursement	6,000	-	2,000	4,000
010-1555-531600	Lease/Rental Equipment	2,500	-	2,500	-
010-1555-553000	Capital Outlay- Land Improvements	8,000	-	8,000	-
010-1555-554001	Capital Outlay- Equipment	42,000	-	4,035	37,965
010-1555-519200	Contracted Services	100,000	33,435	-	133,435

010-1002-531205	Advertising	32,500	-	3,165	29,335
010-1002-531215	Dues & Subscriptions	21,900	3,165	-	25,065

010-1556-524040	R&M Streets and Sidewalks	580,363		40,695	539,668
010-1556-519104	Prof. Services- ENG	-	40,695	-	40,695

060-0000-534999	Contingency	34,225		10,000	24,225
060-7035-519104	Prof. Services- ENG	20,000	-	12,000	8,000
060-7035-524010	R&M Buildings	38,000	-	6,500	31,500
060-7035-524020	R&M Equipment	40,000	28,500	-	68,500

DESCRIPTION	APPROVED	TYPE	AMENDMENT NUMBER
NCDEQ Waste Reduction Grant G2403	yes	amendment	05022024-01
NCDEQ Waste Reduction Grant G2403	yes	amendment	05022024-01

8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024
8th Ave. guardrail and linestriping	yes	adjustment	4/26/2024

Jenn- HR Dues	yes	adjustment	5/7/2024
Jenn- HR Dues	yes	adjustment	5/7/2024

Bicycle Budget	yes	adjustment	5/8/2024
Bicycle Budget	yes	adjustment	5/8/2024

Emergency Centrifuge Repair	yes	adjustment	5/13/2024
Emergency Centrifuge Repair	yes	adjustment	5/13/2024
Emergency Centrifuge Repair	yes	adjustment	5/13/2024
Emergency Centrifuge Repair	yes	adjustment	5/13/2024



CITY OF HENDERSONVILLE  
AGENDA ITEM SUMMARY

**SUBMITTER:** Jennifer Floyd                      **MEETING DATE:** 06/06/2024  
**AGENDA SECTION:** City Manager Report                      **DEPARTMENT:** Administration  
**TITLE OF ITEM:** May 2024 Contingency and Adjustment Report – *John Connet, City Manager*

**SUGGESTED MOTION(S):**

N/A – Presentation Only.

**SUMMARY:**

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

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

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

**BUDGET IMPACT:** Detailed Above

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

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

**ATTACHMENTS:**

Contingency and Adjustment Report