

ELECTRONIC MEETING

AGENDA

CITY OF HENDERSONVILLE CITY COUNCIL – REGULAR MEETING

APRIL 2, 2020 – 5:45 P.M.

ASSEMBLY ROOM - OPERATIONS CENTER

305 WILLIAMS ST.

HENDERSONVILLE NC 28792

1. **Call to Order**
2. **Invocation and Pledge of Allegiance to the Flag**
3. **Public Comment Time:** *Up to 15 minutes is reserved for comments from the public for items not listed on the agenda*
4. **Consideration of Agenda**
5. **Consideration of Consent Agenda:** *These items are considered routine, noncontroversial in nature and are considered and approved by a single motion and vote.*
 - A. **Consideration of Minutes:**
 - i. February 27, 2020 Special Meeting (Retreat)
 - ii. February 28, 2020 Special Meeting (Retreat)
 - iii. March 5, 2020 Regular Meeting
 - iv. March 20, 2020 Special Meeting
 - B. **Consideration of Budget Amendments: Grey Hosiery Mill Project**
 - C. **Consideration of Tax Releases, Discoveries and Refunds**
 - D. **Consideration of Operations Center Security Changes - Design Proposal and City Hall Exterior Assessment Proposal, Associated Capital Project Ordinance and Budget Amendment**
 - E. **Consideration of Franchise Agreement with Public Service Company of North Carolina, Inc. (second reading)**
 - F. **Consideration of Contract Award of Kanuga Park Interconnect Water Main Extension and Associated Capital Project Ordinance**
 - G. **Consideration of City Clerk Job Description and Pay Grade**

ELECTRONIC MEETING

- H. Consideration of Resolution of Intent to Close an Unopened and Unimproved Right-of-way for a Portion of 6th Avenue East Located on PIN 9568-99-9384
- I. Consideration of Resolution of Intent to Close an Unopened and Unimproved Alley between Williams and Harris Streets located on PIN 9568-99-9384
- J. Consideration of Resolution of Intent to Close an Unopened and Unimproved Right-of-way for Roberson Street located on PIN 9568-49-2048
- K. Consideration of Coronavirus Actions - Utility Disconnections, Etc.
- L. Consideration of Establishing Mark III Insurance Brokerage firm as the City's Benefits Administrator for Voluntary Insurances
- 6. **Public Hearing - Consideration of an Application from William A. Pace, Jr. for the Rezoning of Parcel Located at 137 E. Central Street from C-2 CZD Secondary Business Conditional Zoning District and R-15 Medium Density Residential to C-2CZD Secondary Business Conditional Zoning District to construct a 10,000 Square Foot Building**
Presenter: Daniel Heyman, Senior Planner
- 7. **Public Hearing - Consideration of an Application from Stephen Drake for the Rezoning of Certain Parcels located at 2620 Chimney Rock Road from HMU Highway Mixed Use District to PRD Planned Residential Development Conditional Zoning District, for a 78-unit Multi-Family Development**
Presenter: Daniel Heyman, Senior Planner
- 8. **Public Hearing - Consideration of an Application for Contiguous Annexation from Mark Coleman for a 0.15-acre Parcel Located at 1412 Old Spartanburg Highway**
Presenter: Susan Frady, Development Assistance Director
- 9. **Discussion of Parking Deck Size and Financial Plan and a Resolution Authorizing the City Manager to Execute an Option Contract with Respect to Certain Real Property**
Presenter: City Manager John Connet
- 10. **Discussion of Second Monthly Meeting**
Presenter: City Manager John Connet
- 11. **Consideration of a Resolution Stating the City's Commitment to Reduce the Frequency and Volume of Sewer System Overflows from the Wastewater Collection system**
Presenter: Utilities Director Lee Smith
- 12. **Reports/Comments by Mayor and City Council Members**
- 13. **Staff Reports**
- 14. **Consideration of Appointments to Boards/Commissions**

ELECTRONIC MEETING

15. **New Business**

16. **Adjourn**





CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Adam Murr

Department: Admin

Date Submitted: 03/24/2020

Presenter: Adam Murr

Date of Council Meeting to consider this item: 04/02/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05b

A budget amendment to reallocate existing funds in the Public Works Operating budget (Fund 10) to the Grey Hosiery Mill Project (Fund 305). The purpose of the amendment will be to make available budget to underground utilities and repair sidewalk associated with the Grey Hosiery Mill Project. The total budget for the utilities move and sidewalk repair is \$70,000.

Budget Impact: \$ 70,000 **Is this expenditure approved in the current fiscal year budget?** No **If no, describe how it will be funded.**

Utility burial and sidewalk repair will be funded by moving resources from the FY19-20 Public Works budget to the Grey Hosiery Mill project (Fund 305).

Suggested Motion:

I resolve to approve the budget amendment as presented.

Attachments:

Budget Amendment

BUDGET AMENDMENT

FUND: 10 | 305

ACCOUNT NUMBER					
ORG	OBJECT	PROJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
104510	535300		R&M AUTO/TRUCKS	-	11,300.00
104510	535200		R&M EQUIPMENT	-	10,700.00
104510	569000		CONTRACTED SERVICES	-	5,000.00
104510	524000		CONSTRUCTION & REPAIR SUPPLIES	-	4,000.00
104520	553000		NON-CAPITAL EQUIPMENT	-	5,000.00
104520	529900		SUPPLIES & MATERIALS	-	34,000.00
109900	999305		TRANSFER TO G.H. MILL	70,000.00	-
FUND 10			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	70,000.00	70,000.00
3050000	998010		TRANSFER IN FROM GF	70,000.00	-
3050000	559500		CAPITAL OUTLAY - INFRASTRUCTURE	70,000.00	-
FUND 305			TOTAL REVENUES	70,000.00	-
			TOTAL EXPENDITURES	70,000.00	-

Streetscape for the Grey Hosiery Mill Project involves the undergrounding of certain utility lines. This budget amendment reallocates resources in General Fund public works department to fund the undergrounding of AT&T lines and associated sidewalk work the total amount to be transferred from the General Fund to the Grey Hosiery Mill Project Fund is \$70,000.



CITY MANAGER

Date:

3/24/20

APPROVED BY CITY COUNCIL:

DATE:

4/2/2020



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Jennifer Musselwhite

Department: Finance

Date Submitted: 03/24/2020

Presenter: Jennifer Musselwhite

Date of Council Meeting to consider this item: 04/02/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05c

The Deputy Tax Collector, Jennifer Musselwhite, would like to submit for your approval the tax bill adjustments occurring between February 20, 2020 and March 23, 2020. These adjustments include all Discoveries, Releases, Refunds, and Forgiven Interest. These adjustments were provided by Henderson County Tax Department. Documentation is available in the Tax Office.

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

Suggested Motion:

I move Council to adopt the resolution directing and authorizing the Tax Adjustments submitted by Henderson County Tax and relieve the Deputy Tax Collector of the charges owed.

Attachments:

Summary Total of Tax Adjustments

ELECTRONIC MEETING

SUMMARY TOTAL OF DISCOVERIES, RELEASES, REFUNDS, AND FORGIVEN INTEREST

FOR TRANSACTIONS AS OF 3/23/2020

<i>VALUE CHANGE</i>	\$	(175,411)
<i>RELEASES</i>	\$	(945.46)
<i>REFUNDS</i>	\$	-
<i>FORGIVEN INTEREST</i>	\$	-
TOTAL TAX BILL ADJUSTMENTS	\$	(945.46)

Adjustments, Releases, Refunds are provided by Henderson County Tax



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Tom Wooten

Department: Public Works

Date Submitted: March 18, 2020

Presenter: Tom Wooten

Date of Council Meeting to consider this item: April 2, 2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05d

As part of the City's goal to further secure city facilities, we have obtained a proposal from PFA Architects to redesign the front entrance of the City Operation Center. The proposed changes will keep the public entrance at the same location but add another set of doors that will be separate staff from the public area and separate the reception area from the public using a safety window. The entrance to the assembly room will be slightly altered but a double door will remain in place and remain open to the public. An additional door will be added to the rear main hallway to secure staff from the public area. The morning room areas and the large restrooms will be open to the public and to the assembly room. The price to complete the design work is \$39,200. Staff is asking for permission to move forward with the design work.

Staff recommend adopting the attached Capital Project Ordinance, which meets statutory requirements and follows the City's Capital Improvement Program (CIP). The CPOs included in this item describe the project(s), revenue source(s), and appropriations. The associated agenda item establishes Capital Project Ordinances for the City Hall and City Operations Renovation Project (\$126,366).

North Carolina General Statute 159-13.2 (Project Ordinances) Summary:

Capital Project Ordinance (CPO) authorizes appropriations necessary for the purchase and/or completion of capital projects and capital assets. CPOs span the life of a capital project and only need to be adopted by the City Council once per project. A CPO clearly identifies the project, revenue source(s), and appropriated budget necessary to complete the project.

Budget Impact: \$ 126,366.00 **Is this expenditure approved in the current fiscal year budget?** No **If no, describe how it will be funded.**

This multi-year project will use contingency funds in the current fiscal year (FY19-20) for the design and construction of security features at City Hall and City Operations.

Suggested Motion:

I move City Council resolve to approve the proposal from PFA Architects for security improvements to the city operation center, the associated budget amendment, and Capital Project Ordinance.

Attachments:

PFA Proposal
City Operation Center Floor Plan with proposed changes

January 27, 2020

Tom Wooten
City of Hendersonville
Director of Public Works
twooten@hvlnc.gov

Dear Tom,

We welcome the opportunity to submit this proposal for Architectural and Engineering services for minor renovations to your existing City Operations Center at 305 Williams Street, Hendersonville for improved function and increased security.

PFA's fee proposal outlined below includes Basic Services comprised of drawings for permitting and approval as well as for bidding and construction. These documents include building architectural elements and mechanical, electrical, plumbing and fire protection engineering (MEP/FP). It does not include structural engineering, as no structural modifications are currently based on the schematic design approved.

Scope of Work:

The General Scope of Work included in this proposal is based upon a schematic design that was produced and based on discussions with you and your team as well as as-built drawings provided by you. The scope of work is summarized as follows (see attached Schematic Design package dated 12/20/2019):

- Creation of a secure entry lobby where visitors can consult with a receptionist through a secure window, wait for City staff to escort them in for meetings, or drop items off/pick items up.
- The entry lobby will have minimal waiting chairs (could be existing furniture).
- Multipurpose room (max. occupancy of 150) to remain mostly as-is with minor reconfiguration limited to the table storage room and entrance from the lobby.
- Security of staff is the priority of the project.
- Cameras to monitor pedestrian traffic along each side of the building (parking lot and Williams Street) may be included, if direct visibility is not achieved.
- Door hardware devices and control to promote security
- Relocation and addition of MEP/FP items as needed to accommodate new layout
- The front desk/reception area will be reconfigured to enhance work flow and attendance to the new secure receptionist window.
- The front desk/reception area will remain open to the front corridor.

A/E Fee Basic Services - \$39,200

Includes MEP/FP engineering. Does not include structural engineering, civil engineering or landscape design or other services not specifically listed above.

A/E Fee Basic Services are phased as:

- Schematic Design (15%)
- Design Development (20%)
- Construction Documents (40%)
- Bidding or Negotiation Phase (5%)
- Construction Administration (20%)

Total Basic Compensation (100%)

Reimbursable Expenses:

- Expenses in connection with travel shall be considered Reimbursable Expenses.
- Long-distance communication expenses; and cell phone or other data communication expenses shall be included as a part of Basic Services.
- Fees paid for securing approval of authorities having jurisdiction over the Project shall be considered Reimbursable Expense.
- Blueprints and/or reproducible transparencies will be made available to the Owner for the cost of production.
- Expense of reproduction documents prior to permit/bidding/construction and the expense of reproduction including postage and handling of permit/bid/construction documents shall be considered Reimbursable Expenses.
- Expense of overtime work of Architect or its sub-consultants requiring higher than regular rates, if authorized in advance by the Owner in writing, shall be Reimbursable Expense.
- In-house renderings, professional renderings, models or mock-ups requested by the Owner shall be Additional Services.

Optional Additional Services and Special Consultants not included in Basic Services but may be provided for additional fee:

- Civil Engineering
- Structural Engineering
- Landscape Design
- Interior Architectural Design
- Coordination of Interior Design, Special equipment, and Furniture Layout
- Furniture and/or artwork selection, specification and consulting
- Cost Estimates
- Bid alternates for the project
- Fast tracking of the project schedule
- Special Inspections, permitting and review fees
- Special Consultants outside of the Basic Services consultants listed in this outline
- Security System Design & Special Engineering Consultants
- Telecommunications design and consulting
- Loose Equipment consulting
- Audio Visual/Acoustical design engineering and consulting

2020 PFA Architects Hourly Bill-Out Rates (Subject to Change on an Annual Basis):

Principal in Charge	\$180.00/hr.
Project Architect	\$140.00/hr.
Design Staff	\$115.00/hr.
Interior Designer	\$105.00/hr.
Administrative Staff	\$100.00/hr.

PFA remains committed to assisting the City of Hendersonville with your expansion and improvement projects. Thank you for your continued confidence in our team, and we look forward to working with you again.

Sincerely,

PFA ARCHITECTS, P.A.



Maggie Carnevale, AIA, LEED[®] AP

PFA Architects, PA

196 Coxe Avenue | Asheville, North Carolina 28801

t: 828.254.1963 or 888.263.5281 (toll free)- Ext. 111 | f: 828.253.3307

c: 828.712.8525

mcarnevale@pfarchitects.com

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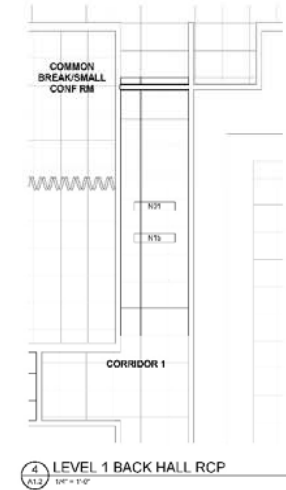
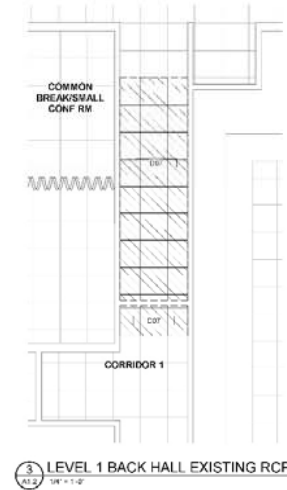
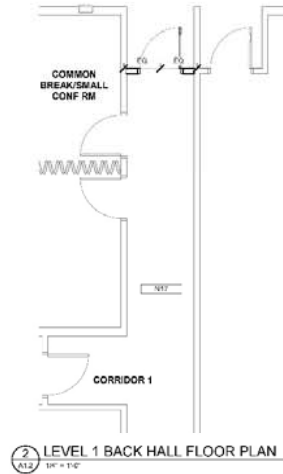
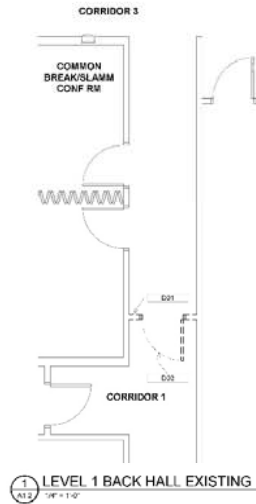
Sheet No: **A1.0**

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NET FLOOR	DESCRIPTION
001	RE MOVE 1/2 WALL CAP ALL 1/2 JUNCTION LOCATED IN HALL AND COORDINATE WITH NEW WORK IN PLAN
002	RE MOVE ALL FINISHES IN THIS ROOM AND PREPARE ALL NEWSPAP DEVICES FOR REINSTALLATION IN ACCORDANCE WITH NEW PLAN AND PREPARE BUSHERS TO REPAIR TO ACCEPT NEW FLOOR IN PLAN
003	RE MOVE 1/2 DOOR FROM 100
004	RE MOVE 1/2 RECEPTION DESK AND GATE
005	RE MOVE 1/2 CLOSET AND 1/2 CLOSET REPAIRS
006	RE MOVE ALL CEILING MATERIALS AND NEW FLOORS IN THIS ROOM
007	RE MOVE ALL FIRE SAFETY EQUIPMENT AND RE-LOC. ACCORDING TO FIRE SAFETY PLAN
008	RE MOVE 1/2 HALLWAY AND REINSTALL 1/2 NEW WALL FINISHES AND TRIM HAVE WITH CONTRACT
009	RELOCATE 1/2 NEW GENERAL CIRCULOT TO
010	LOC 1/2 PROCEED THE 1/2 WALL CLOSING
011	RELOCATE 1/2 GENERAL TRIM
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A1.1

ELECTRONIC MEETING



DEMOLITION PLAN SHEET NOTES

- DEMOLITION DRAWINGS ARE INTENDED TO SHOW GENERAL AREAS OF DEMOLITION ON AS-BUILT AND EXISTING CONDITIONS. THEY DO NOT SHOW ALL WORK WHICH MAY BE NECESSARY. CONSULT WITH DRAWINGS INDICATING NEW CONSTRUCTION.
- REFER TO OTHER DRAWINGS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION ON DEMOLITION. REFER TO MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION ON MECHANICAL AND ELECTRICAL DEMOLITION.
- TERMINATE AND CAP ANY UTILITY IN WALLS, CEILINGS AND FLOORS TO BE REMOVED AND NOT INTENDED FOR REUSE.
- PREPARE AND PATCH SURFACES THAT RECEIVE NEW FINISHES AS REQUIRED BY REMOVING OR RELOCATING DEVICES. WORK ON OTHER APPLIANCES NO LONGER APPROPRIATE FOR THE NEW USE OF THE ROOM.

DEMOLITION PLAN LEGEND

- EXISTING BUILDING ELEMENT TO BE REMOVED
- EXISTING WALL TO REMAIN
- DEMOLITION

KEY NOTE	DESCRIPTION
D01	REMOVE REINFORCING WALL, CAP ALL UTILITIES LOCATED IN WALL AND DISCONNECT WITH NEW WORK PLAN.
D02	REMOVE REINFORCING WALL.
D03	REMOVE ALL CEILING MATERIAL IN ATTACHED AREA SAUF LIGHTS AND REPAIRS FOR REINFORCING.
K31	AS-BUILT 3/4" DEEP GENERAL CEILING TILE.
K32	REINFORCING WALL REPAIRS WITH REPAIR AND CRACK PATCH AND REPAIR WALL FINISH, BASE AND FLOORING.

196 East Avenue
Hendersonville, NC 27033
P: 704.233.1307
F: 704.233.1307
www.pfa-architects.com

pfa
architects, p.a.

PROGRESS DRAWING
NOT FOR
CONSTRUCTION

City of Hendersonville
Hendersonville Operations Center

Revisions
No. Date

Project Number: 1040
Date: 12/20/2019
Drawn by: ENM

BACK HALL
ENLARGED DEMO
AND RENO PLANS

Sheet Number:

A1.2

ELECTRONIC MEETING

Ordinance # _____

CAPITAL PROJECT ORDINANCE FOR THE ACQUISITION, CONSTRUCTION AND INSTALLATION OF THE CITY HALL AND CITY OPERATIONS RENOVATION PROJECT

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

Section 1: The project authorized is a City infrastructure project described as the City Hall and City Operations Renovation project.

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

Account Number			Account Name	Total Budget
Org	Obj	Proj		
4607110	551000	19140	C/O - SERVICES AND FEES	19,600.00
4607110	558000	19140	C/O - BUILDINGS	43,583.00
4104120	551000	19140	C/O - SERVICES AND FEES	19,600.00
4104120	558000	19140	C/O 0 BUILDINGS	43,583.00
			Total Project Appropriation	\$ 126,366.00

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

PROJECT WILL BE FUNDED USING EXISTING CONTINGENCY FUNDS

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

Section 5: Funds may be advanced from the General Fund and Water and Sewer Fund and 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.

E L E C T R O N I C M E E T I N G

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this second day of April, 2020.

Barbara G. Volk, Mayor

ATTEST:

Tammie K. Drake, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

BUDGET AMENDMENT

FUND: 10 | 410 | 60 | 460

ACCOUNT NUMBER					
ORG	OBJECT	PROJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
109910	599100		CONTINGENCIES	-	63,183.00
109900	999410		TRANSFER TO GOV CPF	63,183.00	-
FUND 10			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	63,183.00	63,183.00
4104120	998010	19140	TRANSFER IN FROM GF	63,183.00	
4104120	551000	19140	C/O - SERVICES AND FEES	19,600.00	
4104120	558000	19140	C/O - BUILDINGS	43,583.00	
FUND 410			TOTAL REVENUES	63,183.00	-
			TOTAL EXPENDITURES	63,183.00	-
609910	599100		CONTINGENCIES	-	20,000.00
607126	535250		R&M - LINES		21,592.00
607136	535250		R&M - LINES		21,591.00
609900	999460		TRANSFER TO W&S CPF	63,183.00	-
FUND 60			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	63,183.00	63,183.00
4607110	998060	19140	TRANSFER IN FROM W&S	63,183.00	
4607110	551000	19140	C/O - SERVICES AND FEES	19,600.00	
4607110	558000	19140	C/O - BUILDINGS	43,583.00	
FUND 460			TOTAL REVENUES	63,183.00	-
			TOTAL EXPENDITURES	63,183.00	-

A budget amendment using contingency funds in the current fiscal year (FY19-20) to create a capital project ordinance (CPO) for the design and construction of improvements to City Hall and City Operations Facilities. The project number will be 19140 and the project will be titled the City Hall and City Operations Renovation Project.



CITY MANAGER

Date: 3-18-20

APPROVED BY CITY COUNCIL:

DATE:

4/2/2020



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 3/25/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 4/2/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05e

The franchise agreement with Public Service Company (Company) of North Carolina Incorporated and its successors expires on November 26, 2020. The franchise agreement grants them the right to utilize public right of ways to provide natural gas to our residents and businesses. The company has requested that we execute an updated franchise agreement that extends their rights until 2050. The execution of a franchise agreement requires two readings by the City Council. The first reading was held at your March meeting. The agreement will be finalized after your approval at the April meeting.

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

Suggested Motion:

I move that the City Council resolve to approve the franchise agreement with Public Service Company of North Carolina Incorporated for the provision of natural gas within the City of Hendersonville .

Attachments:

Proposed agreement

ELECTRONIC MEETING

ORDINANCE

AN ORDINANCE GRANTING TO PUBLIC SERVICE COMPANY OF NORTH CAROLINA, INCORPORATED, ITS SUCCESSORS AND ASSIGNS, THE RIGHT TO USE AND OCCUPY THE PUBLIC WAYS OF THE CITY OF HENDERSONVILLE, NORTH CAROLINA, FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF A GAS UTILITY SYSTEM AND ALL NECESSARY MEANS FOR TRANSMITTING AND DISTRIBUTING GAS WITHIN SAID CITY FOR A PERIOD OF THIRTY YEARS.

WHEREAS, Public Service Company of North Carolina, Incorporated proposes to continue to construct, operate and maintain a Gas Utility System and all necessary means for transmission and distribution of gas within the City of Hendersonville, North Carolina, the "City" and

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

SECTION 1. DEFINITIONS.

Whenever and wherever used in this Ordinance the following words and names shall have the following meanings:

- (a) **CITY COUNCIL** shall mean the governing body of the City of Hendersonville, North Carolina, as now or hereafter constituted.
- (b) **COMPANY** shall mean Public Service Company of North Carolina, Incorporated, dba Dominion Energy North Carolina, its successors and assigns.
- (c) **CITY** shall mean the City of Hendersonville, North Carolina, including its present and future boundaries.
- (d) **DEPARTMENT OF TRANSPORTATION** shall mean the North Carolina Department of Transportation or its successor.
- (e) **GAS** shall mean natural gas, mixed gas and substitute fuels carried over the Company's facilities as authorized by the North Carolina Utilities Commission.
- (f) **GAS UTILITY SYSTEM** shall mean all facilities of the Company in the City used for the transmission or distribution of Gas within the City.

E L E C T R O N I C M E E T I N G

- (g) **FERC** shall mean any reference made to the Federal Energy Regulatory Commission or its successor.
- (h) **COMMISSION** shall mean the North Carolina Utilities Commission or any successor body lawfully constituted.
- (i) **PUBLIC WAY OR WAYS** shall mean any public street, avenue, road, alley, lane, bridge, or other public right-of-way within the City over which the City has jurisdiction or exercises control.
- (j) **GOOD UTILITY PRACTICES** shall mean the practices, methods and acts engaged in or approved by a significant portion of the gas industry during the relevant time period or other practices, methods and acts which, in the exercise of reasonable judgment in light of the facts known at the time the decision was made, could have been expected to accomplish the desired result consistent with reliability, safety, expedition, requirements of governmental agencies having jurisdiction, and at the lowest reasonable cost. The term Good Utility Practices is not intended to be limited to the optimum practices, methods or acts to the exclusion of all others, but rather to constitute a spectrum of acceptable practices, methods, or acts.

SECTION 2. Grant of Authority

The right, power and authority is hereby granted to and vested in the Company to construct, install, replace, repair, maintain and operate transmission mains, gas mains, pipes, equipment, service lines, communications lines, facilities and other appurtenant apparatus of the gas system, for the purpose of operating a natural gas system along, across, and under the streets, alleys, bridges, rights-of-way, and other public places of the City together with any necessary rights of access thereto; and to use that natural gas system to conduct a gas business. This granting of authority is provided that the City as of the applicable time, has jurisdiction or exercises control of the public ways. This Franchise Agreement shall also permit the Company to exercise the rights granted herein without the need for additional permit(s) from the City.

SECTION 3. Conditions on Use of Public Ways

(a) No street, alley, bridge, right-of-way or other public place used by the Company shall be obstructed longer than reasonably necessary during its work of construction or repair, and shall be restored to the same good order and condition as when said work was commenced. However, should any such damage occur due to the Company's failure to use due care, the Company shall repair the same as promptly as possible, and, in default thereof, the City, after written notice and opportunity for the Company to repair, may make such repairs and charge the reasonable cost thereof and collect the same from the Company. The Company shall save the City harmless from liability (including judgment, decrees, and legal court costs) resulting directly from its negligence and failure to use due care in the exercise of the privileges hereby granted or of its rights under this Section.

(b) All work upon the streets and public places of the City shall be done subject to reasonable inspection of the City Manager or designee (or other legally constituted governing body) of the City, all sidewalks or street pavements or street surfaces which may be displaced by reason of such work shall be properly replaced by the Company, its successors and assigns, to the reasonable requirements of the City.

SECTION 4. Annexation Notification

The City shall mail or email notice to the Company of areas annexed into the City. Said notices shall include pertinent maps and/or tax map numbers, so that newly annexed customers may be identified.

SECTION 5. Service

(a) The Company may supply any form of gas containing approximately one thousand (1,000) BTU's per cubic foot, and its obligation in respect thereto shall continue only so long as it is able to reasonably obtain an adequate supply of such gas hereunder, provided, however, that in the supply of such gas the customers within the City shall enjoy equal rights with respect to other similar customers served by the Company consistent with Commission rules and regulations.

(b) The Company shall, as to all other conditions and elements of service not fixed herein, be and remain subject to the rules and regulations of the Commission, Department of Transportation, and FERC or its successors, applicable to gas service in the City.

SECTION 6. Nonexclusive Grant and Term

(a) The gas franchise granted by this Ordinance is not exclusive. The City may grant the same or similar rights and privileges to other certified persons or companies at any time, provided that any such grants shall be made under terms and conditions which do not materially impair the exercise of the rights and privileges granted to the Company under this franchise.

(b) Upon ratification and acceptance, this franchise shall constitute a contract between the City and the Company, and shall be in force and effect for an initial term of thirty (30) years, and shall continue in force and effect year-to-year thereafter until properly terminated by either party. Either party may terminate the contract at the end of its initial term or its anniversary date any year thereafter, by giving written notice of its intention to do so no less than one (1) year before the proposed date of termination.

SECTION 7. Franchise Not Waiver of Law

This franchise is subject to the constitution and laws of the State of North Carolina, and is not a waiver of any present or future law or regulation. This franchise is not a limitation of the authority of the City to enact any ordinance or policy that does not diminish, conflict or impair the rights and authority granted to the Company in this franchise or otherwise impose additional obligations on the Company in order to exercise the rights granted herein.

SECTION 8. Regulations, Safety and Customer Service

- (a) Gas utility service is not guaranteed to be free from interruptions, supply failure or outages.
- (b) The Company will restore gas utility service using Good Utility practices.
- (c) The Company shall maintain and operate its Gas Utility System in compliance with applicable State and Federal maintenance and safety regulations.

(d) Company vehicles, responding to natural gas emergencies, may park as close to the location of the emergency as is practicable.

SECTION 9. Commission Rules and Rates

The Company may from time to time declare, make and enforce such rules and regulations as shall have been fixed or allowed by the Commission as to the sale or distribution of Gas to any of its customers in the City. The rates to be charged for Gas at all times shall be such rates as are fixed or allowed by the Commission, including such rates as shall be negotiated by the Company with certain industrial or commercial customers pursuant to authority granted by the Commission.

SECTION 10. Plat of Gas Utility System

The Company shall maintain maps or plats of its Gas Utility System within the area covered by this franchise. Such maps or plats shall be maintained in the Company's offices, and the City may review the same during any regular business hours of the Company.

SECTION 11. Bankruptcy, Successors, Assigns

In the event the Company is adjudged bankrupt or its assets are placed in the hands of a receiver or other court officer, either voluntarily or involuntarily, then the interest, rights and remedies of the City in respect to said properties and operations shall not be affected or prejudiced, and any receiver, assignee, trustee, purchaser or successor, whether by operation of law or otherwise, so succeeding to or representing the interest or position of the Company, shall be bound by this Ordinance and the terms and provisions hereof and shall be bound to carry out and perform the obligations and duties imposed upon the Company by this Ordinance. Likewise, if the Company reorganizes, merges, or consolidates with any other company, then the City is bound by this Ordinance.

SECTION 12. Revocation

In the event the Company fails to comply with the provisions of this Ordinance and, within thirty (30) days after receipt of written notice from the City, the Company fails to cure or remedy such default,

E L E C T R O N I C M E E T I N G

or to have begun reasonable measures to do so, then the City may cause the Company to appear at a hearing before the City upon thirty (30) days prior written notice. Any written notice to the Company shall be sent to Public Service Company of North Carolina, 800 Gaston Road Gastonia, North Carolina, 28053, ATTN: D. Russell Harris. If at such hearing the City should determine that the Company's failure or default has been substantial, repeated or flagrant, then upon such determination the City may revoke and terminate this franchise; provided, however, that the Company may file with the City within ten (10) days after such determination the Company's election to appeal to the proper North Carolina court, during the pendency of which the Ordinance shall remain in full force and effect. In that event the City and Company agree that such court shall hear and determine *de novo* whether there has been substantial, repeated or flagrant failure or default by the Company of the terms, conditions or obligations of this Ordinance. Failure or default which cannot be corrected by the Company shall not be grounds for revocation or termination, unless such failure or default shall be determined to be material and continuing.

SECTION 13. Severability, Third Party Rights

(a) If any provision in this contract is determined to be invalid, void or unenforceable by any court or regulatory body having jurisdiction, such determination shall not invalidate, void, or make unenforceable any other provision, agreement or covenant of this Contract. This Contract and all provisions herein will be subject to all applicable and valid statutes, rules, orders and regulations of any governmental authority having jurisdiction over the parties, their facilities, or gas supply, this Contract or transaction or any provisions thereof.

(b) The rights hereunder in this Ordinance accrue exclusively to the parties, their successors and assigns. It is the express intent of the parties that this franchise shall not create any rights in third parties.

SECTION 14. Effective Date, Term, Adoption, and Ratification

ELECTRONIC MEETING

- (a) This Ordinance shall be effective from and after the ____ day of _____, 20____, provided the Company shall have executed the written acceptance hereof at the end of this Ordinance, and shall exist in force for a period of 30 years hereafter, and continue in force year to year thereafter until cancelled upon written notice of either party at least one year in advance.
- (b) All other Ordinances and clauses of Ordinances in conflict herewith are hereby repealed.

Adopted by the City/Town of _____ the ____ day of _____, 20____,
and hereby ratified.

Barbara Volk, Mayor

ATTEST:

Tammie Drake, Clerk

APPROVED AS TO FORM:

Samuel H. Fritschner, Attorney

E L E C T R O N I C M E E T I N G

ACCEPTANCE BY COMPANY

Public Service Company of North Carolina, Incorporated does hereby accept and acknowledge the foregoing Ordinance, and in consideration of the benefits and privileges granted to it does hereby agree to the terms and conditions therein provided.

This the ____ day of _____, 20__.

PUBLIC SERVICE COMPANY
OF NORTH CAROLINA, INCORPORATED

By: _____
D. Russell Harris
President and Chief Operating Officer

ATTEST:

Jordan C. Saltzberg: Assistant Corporate Secretary

(Corporate Seal)



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Adam Steurer

Department: Utilities

Date Submitted: 3/24/2020

Presenter: Lee Smith

Date of Council Meeting to consider this item: April 2, 2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05f

Kanuga Park Interconnect Water Main Extension

On March 6, 2020 informal bids were received for the Kanuga Park Interconnect Water Main Extension. The project consists of installation of approximately 1,200 linear feet of 6-inch diameter ductile iron water main and appurtenances along Old Kanuga Road between Sugar Hollow Drive and Anne Avenue to boost pressures and available fire flows in the Kanuga Park neighborhood.

The results are shown in the attached bid tabulation. TP Howard's Plumbing Company, Inc. is the lowest responsive and responsible bidder. Please let me know if you have any questions or require additional information regarding this project.

Budget Impact: \$ 106,500 **Is this expenditure approved in the current fiscal year budget?** N/A **If no, describe how it will be funded.**

The project CPO will be created using funds in the current year designated for the repair and maintenance of water lines.

Suggested Motion:

I move City Council resolve to adopt the budget amendment and capital project ordinance as presented, and authorize the City Manager to award and execute the contract for the construction of the Kanuga Park Interconnect Water Main Extension to TP Howard's Plumbing Company, Inc. the lowest responsive and responsible bidder, in the amount of \$106,500; as presented and recommended by staff.

Attachments:

Bid Tabulation
Budget Amendment
Capital Project Ordinance

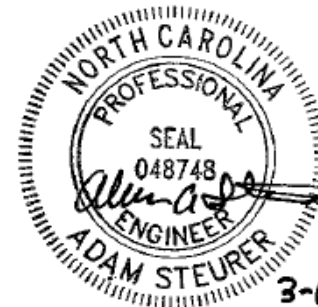
ELECTRONIC MEETING

City of Hendersonville Kanuga Park Interconnect Water Main Extension 3/6/2020 Bid Tabulation				TP Howard's Plumbing Company, Inc.		Steppe Construction, Inc.		Hyatt Pipeline, LLC		Gosnell Construction Utility Company, Inc.		Double R Utilities, Inc.	
Item	Description	Unit of Measure	Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
2.2	Mobilization	LS	1	\$5,420.00	\$5,420.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00
3.5	DIP Water Pipe including rest., fittings , 6-inch - STA 0+00 to 12+00	LF	1250	\$48.00	\$60,000.00	\$52.50	\$65,625.00	\$51.00	\$63,750.00	\$75.00	\$93,750.00	\$85.00	\$106,250.00
3.6	Valve, resilient gate valve, 6-inch	EA	3	\$1,105.00	\$3,315.00	\$1,250.00	\$3,750.00	\$2,200.00	\$6,600.00	\$2,500.00	\$7,500.00	\$1,500.00	\$4,500.00
3.7	Connection to Existing 6-inch Water Main - Anne Avenue/Old Kanuga Road	EA	1	\$3,000.00	\$3,000.00	\$7,500.00	\$7,500.00	\$1,500.00	\$1,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
3.8	COH Standard Fire Hydrant Assembly, 250 PSI	EA	2	\$6,000.00	\$12,000.00	\$6,000.00	\$12,000.00	\$9,000.00	\$18,000.00	\$6,000.00	\$12,000.00	\$7,500.00	\$15,000.00
3.11	Abandon Existing 6-inch Water Main - Anne Ave/Old Kanuga	EA	1	\$3,400.00	\$3,400.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00
2.8	Remove & Replace Roadway Asphalt, Anne Ave per detail WD-2, 5	SY	25	\$120.00	\$3,000.00	\$175.00	\$4,375.00	\$200.00	\$5,000.00	\$200.00	\$5,000.00	\$200.00	\$5,000.00
2.8	Remove & Replace Roadway Asphalt, Old Kanuga Rd per NCDOT detail 654.01	SY	25	\$175.00	\$4,375.00	\$250.00	\$6,250.00	\$300.00	\$7,500.00	\$200.00	\$5,000.00	\$200.00	\$5,000.00
2.12	Gravel Driveway Repair, ABC Stone	TN	20	\$30.00	\$600.00	\$30.00	\$600.00	\$50.00	\$1,000.00	\$50.00	\$1,000.00	\$60.00	\$1,200.00
2.13	Restoration and permanent seeding	AC	0.3	\$18,800.00	\$5,640.00	\$2,200.00	\$660.00	\$5,000.00	\$1,500.00	\$7,500.00	\$2,250.00	\$4,000.00	\$1,200.00
2.5	Rock Excavation	CY	50	\$20.00	\$1,000.00	\$1.00	\$50.00	\$160.00	\$8,000.00	\$250.00	\$12,500.00	\$100.00	\$5,000.00
2.6	Select Backfill Material	CY	50	\$21.00	\$1,050.00	\$1.00	\$50.00	\$20.00	\$1,000.00	\$50.00	\$2,500.00	\$50.00	\$2,500.00
2.7	Stone Embedment and Undercut, 6-inch depth, #57 Stone	LF	100	\$6.00	\$600.00	\$4.00	\$400.00	\$10.00	\$1,000.00	\$25.00	\$2,500.00	\$5.00	\$500.00
2.8	Incidental Stone, #57 Stone	TN	50	\$36.00	\$1,800.00	\$22.00	\$1,100.00	\$35.00	\$1,750.00	\$40.00	\$2,000.00	\$50.00	\$2,500.00
2.8	Incidental Stone, ABC	TN	50	\$26.00	\$1,300.00	\$20.00	\$1,000.00	\$30.00	\$1,500.00	\$35.00	\$1,750.00	\$50.00	\$2,500.00
				\$106,500.00									
				Low Bidder									
						\$110,860.00		\$122,600.00		\$165,250.00		\$178,650.00	

I hereby certify that the above bid tabulation is a correct tabulation of the bids received on March 6, 2020

Adam A. Steurer

Adam Steurer, PE
City of Hendersonville




3-6-2020

BUDGET AMENDMENT

FUND: 60 | 460

ACCOUNT NUMBER					
ORG	OBJECT	PROJECT	DESCRIPTION OF ACCOUNT	INCREASE	DECREASE
607126	535250		R&M LINES	-	80,000.00
607126	529900		SUPPLIES AND MATERIALS	-	13,250.00
607126	519400		PROFESSIONAL SERVICES ENGINEERING	-	13,250.00
609900	999460		TRANSFER TO CPF - WS	106,500.00	
FUND 60			TOTAL REVENUES	-	-
			TOTAL EXPENDITURES	106,500.00	106,500.00
4607126	998060	17004	TRANSFER IN FROM WS	106,500.00	-
460711226	559500	17004	CAPITAL OUTLAY - INFRASTRUCTURE	106,500.00	-
FUND 460			TOTAL REVENUES	106,500.00	-
			TOTAL EXPENDITURES	106,500.00	-

The Kanuga Park Interconnect Project consists of installation of approximately 1,200 linear feet of 6-inch diameter ductile iron water main and appurtenances along Old Kanuga Road between Sugar Hollow Drive and Anne Avenue to boost pressures and available fire flows in the Kanuga Park neighborhood. This project (#17004) is recommended to be funded through existing budget available in the Water and Sewer Fund. The total budget for this project is \$106,500. Staff also recommend a capital project ordinance (CPO) for this project, as it will cross multiple fiscal years.



CITY MANAGER

Date: 3/24/20

APPROVED BY CITY COUNCIL:

DATE:

4/2/2020

ELECTRONIC MEETING

Ordinance # _____

CAPITAL PROJECT ORDINANCE FOR THE ACQUISITION, CONSTRUCTION AND INSTALLATION OF THE KANUGA PARK WATER INTERCONNECT PROJECT

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

Section 1: The project authorized is a City infrastructure project described as the Kanuga Park Water Interconnect project.

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

Account Number			Account Name	Total Budget
Org	Obj	Proj		
4607126	559500	17004	C/O - INFRASTRUCTURE	106,500.00
			Total Project Appropriation	\$ 106,500.00

Section 3: The following revenues are anticipated to be available via debt proceeds and transfers from the Water and Sewer Fund for project expenses:

PROJECT WILL BE FUNDED USING EXISTING OPERATING BUDGET IN THE WATER AND SEWER FUND

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

Section 5: Funds may be advanced from the Water and Sewer Fund and 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.

E L E C T R O N I C M E E T I N G

ADOPTED by the City Council of the City of Hendersonville, North Carolina, on this second day of April, 2020.

Barbara G. Volk, Mayor

ATTEST:

Tammie K. Drake, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 3/25/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 4/2/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05g

Due to Tammie Drake's retirement, I took the opportunity to review the job description and salary for the city clerk position. This is standard practice for vacant positions within our organization. After reviewing the starting salary for the city clerk position, I determined that our starting salary was higher than the starting of city clerks in similar or slightly larger municipalities. Therefore, I am recommending that we reclassify the city clerk position from pay grade 25 to pay grade 22.

I have also included the city clerk job description for your review.

Budget Impact: \$ -9,000 **Is this expenditure approved in the current fiscal year budget?** N/A **If no, describe how it will be funded.**

The starting salary will be reduced from approximately \$66,000 to approximately \$57,000 per year.

Suggested Motion:

I move that the City Council resolve to reclassify the city clerk position for pay grade 25 to pay grade 22.

Attachments:

Hendersonville Pay and Classification Plan
NCLM Salary Comparisons
Job Description

ELECTRONIC MEETING

City of Hendersonville Pay and Classification Schedule

Market Increase = 1.30% July 1st, 2019 - June 30th, 2020

Grade	Job Classification Title	Minimum	Midpoint	Maximum
1	Not assigned	20,554.51	25,918.84	31,278.62
2	Not assigned	21,582.24	27,214.78	32,842.55
3	Not assigned	22,661.35	28,575.52	34,484.68
4	Not assigned	23,794.41	30,004.30	36,208.91
5	Not assigned	24,984.14	31,504.52	38,019.36
6	Environmental Services Worker I	26,233.34	33,079.74	39,920.32
6	Property Maintenance Worker I	26,233.34	33,079.74	39,920.32
6	Street Maintenance Worker I	26,233.34	33,079.74	39,920.32
7	Customer Service Collection Specialist	27,545.01	34,733.73	41,916.34
7	Facilities Maintenance Technician	27,545.01	34,733.73	41,916.34
8	Administrative Assistant I	28,922.26	36,470.41	44,012.16
8	Customer Service Representative	28,922.26	36,470.41	44,012.16
8	Environmental Services Worker II	28,922.26	36,470.41	44,012.16
8	Line Maintenance Mechanic I	28,922.26	36,470.41	44,012.16
8	Meter Services Technician	28,922.26	36,470.41	44,012.16
8	Police Support Specialist	28,922.26	36,470.41	44,012.16
8	Property Maintenance Worker II	28,922.26	36,470.41	44,012.16
8	Street Maintenance Worker II	28,922.26	36,470.41	44,012.16
8	Warehouse Specialist	28,922.26	36,470.41	44,012.16
8	WTP Operator I	28,922.26	36,470.41	44,012.16
8	WWTP Operator I	28,922.26	36,470.41	44,012.16
9	Evidence Technician/Admin Assistant	30,368.37	38,293.94	46,212.77
9	Facilities Maintenance Mechanic I	30,368.37	38,293.94	46,212.77
9	Senior Police Support Specialist	30,368.37	38,293.94	46,212.77
9	Traffic Control Technician I	30,368.37	38,293.94	46,212.77
10	Building Maintenance Technician	31,886.79	40,208.63	48,523.40
10	Environmental Services Equip Operator	31,886.79	40,208.63	48,523.40
10	Fleet Equipment Mechanic	31,886.79	40,208.63	48,523.40
10	Line Maintenance Mechanic II	31,886.79	40,208.63	48,523.40

ELECTRONIC MEETING

City of Hendersonville Pay and Classification Schedule

Market Increase = 1.30% July 1st, 2019 - June 30th, 2020

Grade	Job Classification Title	Minimum	Midpoint	Maximum
10	Police Part time Operations Specialist	31,886.79	40,208.63	48,523.40
10	Property Maintenance Equip Operator	31,886.79	40,208.63	48,523.40
10	Telecommunicator	31,886.79	40,208.63	48,523.40
10	Street Maintenance Equipment Operator	31,886.79	40,208.63	48,523.40
10	Utility Billing Specialist	31,886.79	40,208.63	48,523.40
10	Utilities Locator	31,886.79	40,208.63	48,523.40
10	WTP Operator II	31,886.79	40,208.63	48,523.40
10	WWTP Operator II	31,886.79	40,208.63	48,523.40

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

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

13	Administrative Assistant III	36,912.95	46,546.52	56,171.91
13	Fire Engineer	36,912.95	46,546.52	56,171.91
13	Fire Inspector II	36,912.95	46,546.52	56,171.91
13	GIS Technician I	36,912.95	46,546.52	56,171.91
13	Human Resources Analyst	36,912.95	46,546.52	56,171.91

ELECTRONIC MEETING

City of Hendersonville Pay and Classification Schedule

Market Increase = 1.30% July 1st, 2019 - June 30th, 2020

Grade	Job Classification Title	Minimum	Midpoint	Maximum
13	Parking Services Supervisor	36,912.95	46,546.52	56,171.91
13	Police Communications Supervisor	36,912.95	46,546.52	56,171.91
13	Revenue Clerk	36,912.95	46,546.52	56,171.91
13	Utilities Operations Support Supervisor	36,912.95	46,546.52	56,171.91
13	WTP Laboratory Technician	36,912.95	46,546.52	56,171.91
13	WWTP Laboratory Technician	36,912.95	46,546.52	56,171.91

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

15	AMI Data Analyst	40,696.52	51,317.54	61,929.53
15	Assistant Fire Marshal	40,696.52	51,317.54	61,929.53
15	Budget & Management Analyst I	40,696.52	51,317.54	61,929.53
15	Building Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Chief WTP Operator	40,696.52	51,317.54	61,929.53
15	Chief WWTP Operator	40,696.52	51,317.54	61,929.53
15	Construction Inspector I	40,696.52	51,317.54	61,929.53
15	Downtown Economic Development Coordinator	40,696.52	51,317.54	61,929.53
15	Engineering Technician II	40,696.52	51,317.54	61,929.53
15	Environmental Services Supervisor	40,696.52	51,317.54	61,929.53
15	Facilities Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Fire Lieutenant	40,696.52	51,317.54	61,929.53
15	Fleet Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	GIS/IT Analyst	40,696.52	51,317.54	61,929.53
15	GIS Technician II	40,696.52	51,317.54	61,929.53
15	Human Resources Coordinator	40,696.52	51,317.54	61,929.53
15	Planner I	40,696.52	51,317.54	61,929.53
15	Police Sergeant	40,696.52	51,317.54	61,929.53
15	Property Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Sewer Collection Systems Supervisor	40,696.52	51,317.54	61,929.53

ELECTRONIC MEETING

City of Hendersonville Pay and Classification Schedule

Market Increase = 1.30% July 1st, 2019 - June 30th, 2020

Grade	Job Classification Title	Minimum	Midpoint	Maximum
15	Street Maintenance Supervisor	40,696.52	51,317.54	61,929.53
15	Traffic Control Supervisor	40,696.52	51,317.54	61,929.53
15	Water Distribution Systems Supervisor	40,696.52	51,317.54	61,929.53
15	WTP Laboratory Supervisor	40,696.52	51,317.54	61,929.53
15	WWTP Laboratory Supervisor	40,696.52	51,317.54	61,929.53

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

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

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

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

20	Civil Engineer II	51,940.22	65,495.62	79,039.51
20	Fire Battalion Chief	51,940.22	65,495.62	79,039.51
20	Stormwater Administrator	51,940.22	65,495.62	79,039.51
20	Utilities Technology Manager	51,940.22	65,495.62	79,039.51

21	Fire Marshal	54,537.23	68,770.41	82,991.49
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22	Assistant Finance Director	57,264.10	72,208.93	87,141.06
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ELECTRONIC MEETING

City of Hendersonville Pay and Classification Schedule

Market Increase = 1.30% July 1st, 2019 - June 30th, 2020

Grade	Job Classification Title	Minimum	Midpoint	Maximum
22	Assistant Public Works Director	57,264.10	72,208.93	87,141.06
22	City Clerk	57,264.10	72,208.93	87,141.06
22	Civil Engineer III	57,264.10	72,208.93	87,141.06
22	GIS Administrator	57,264.10	72,208.93	87,141.06
22	Operations Manager	57,264.10	72,208.93	87,141.06
22	Police Captain	57,264.10	72,208.93	87,141.06

23	Assistant Police Chief	60,127.30	75,819.37	91,498.12
23	Deputy Fire Chief	60,127.30	75,819.37	91,498.12

24	Civil Engineer IV	63,133.67	79,610.34	96,073.02
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25	Downtown Economic Development Dir	66,290.35	83,590.86	100,876.67
25	Human Resources Director	66,290.35	83,590.86	100,876.67

26	Not assigned	69,604.87	87,770.41	105,920.51
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27	Not assigned	73,085.11	92,158.92	111,216.53
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28	City Engineer	76,739.37	96,766.87	116,777.36
28	Development Assistance Director	76,739.37	96,766.87	116,777.36
28	Finance Director	76,739.37	96,766.87	116,777.36
28	Fire Chief	76,739.37	96,766.87	116,777.36
28	Police Chief	76,739.37	96,766.87	116,777.36
28	Public Works Director	76,739.37	96,766.87	116,777.36
28	Utilities Director	76,739.37	96,766.87	116,777.36

29	Not assigned	80,576.33	101,605.21	122,616.23
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30	Not assigned	84,605.15	106,685.47	128,747.04
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31	Assistant City Manager	88,835.41	112,019.74	135,184.39
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32	Not assigned	93,277.18	117,620.73	141,943.61
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33	Not assigned	97,941.04	123,501.77	149,040.79
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34	Not assigned	102,838.09	129,676.86	156,492.83
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E L E C T R O N I C M E E T I N G

City of Hendersonville Pay and Classification Schedule

Market Increase = 1.30% July 1st, 2019 - June 30th, 2020

Grade	Job Classification Title	Minimum	Midpoint	Maximum
35	Not assigned	107,979.99	136,160.70	164,317.47
36	Not assigned	113,378.99	142,968.74	172,533.34

Executive Positions (Population Group 10,000 - 24,999)

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Albemarle	1	41,662	64,563	49,712	
Belmont	1			61,915	
Boone	1	50,408	63,010	75,612	
Clayton	1	52,733	82,962	67,036	
Clemmons	1	45,695	67,513	55,640	
Davidson	1	45,822	68,744	54,330	
Eden	1	46,720	70,080	54,805	
Elizabeth City	1	43,164	62,087	51,885	
Elon	1	47,442	71,164	59,303	
Graham	1	49,263	79,970	58,713	
Harrisburg	1	54,793	80,885	76,482	
Havelock	1	59,415	89,122	66,693	
Henderson	1	42,747	64,121	48,862	
Hendersonville	1	66,290	100,876	78,558	
Hope Mills	1	65,084	99,511	70,486	
Kings Mountain	1	41,125	61,000	43,200	
Kinston	1			55,286	
Knightdale	1	50,440	75,099	50,440	
Laurinburg	1	48,373	71,809	57,500	
Lenoir	1	40,065	57,721	51,163	
Lewisville	1	50,602	75,904	71,469	
Lexington	1	43,284	70,638	65,175	
Lincolnton	1	43,753	65,630		
Lumberton	1	49,411	69,817	71,540	
Mebane	1	54,426	84,360	74,735	
Mount Airy	1	42,660	63,990	54,393	
Mount Holly	1	48,851	79,627	67,757	
Newton	1	44,797	67,196	59,451	
Pinehurst	1	51,052	76,578	52,229	
Reidsville	1	49,057	73,585	68,225	
Roanoke Rapids	1	42,547	63,156	50,960	
Shelby	1	46,386	70,507	64,126	
Southern Pines	1	35,248	52,871	40,725	
Stallings	1	62,604	97,036	84,743	
Summerfield	1			59,731	
Total/Average	35	48,623	73,160	59,225	

CITY ENGINEER

Code 10090

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Belmont	1			158,514	
Clayton	1	67,303	105,884	95,000	
Clemmons					10210
Harrisburg	1	89,255	131,758	109,500	
Henderson	1	65,488	98,232	87,709	
Hendersonville	1	76,739	116,777	102,284	
Kinston	1			77,064	
Lexington	1	70,504	115,063	92,550	
Mount Airy	1	54,447	81,671	72,891	
Mount Holly	1	72,176	117,645	97,379	
Reidsville	1	65,740	98,611	88,680	
Shelby	1	83,303	126,620	97,989	
Southern Pines	1	73,277	109,916	95,588	
Stallings	1	72,472	112,332	88,891	
Tarboro	1	49,165	71,949	61,714	
Total/Average	14	69,989	107,205	94,697	

COMMUNITY DEVELOPMENT DIRECTOR

Code 10100

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Eden					10160
Graham	1	49,263	79,970	55,399	
Laurinburg	1	68,062	101,038	71,508	
Lexington	1	80,000	160,000	93,050	
Mount Airy	1	44,993	67,190	57,222	
Shelby					10160
Southern Pines					10070
Tarboro	1	40,448	59,193	48,133	
Total/Average	5	56,553	93,478	65,062	

COMMUNITY RELATIONS OFFICER

Code 10110

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Clemmons	1			59,538	
Total/Average	1			59,538	

Executive Positions (Population Group Below 2,500)

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Connelly Springs	1			45,240	
Dobbins Heights	1			33,134	
Drexel	1	59,946	69,396		
Duck	1	44,543	76,031	62,288	
Elk Park	1			33,093	
Ellenboro	1	28,000	37,000		
Faison	1			48,000	
Faith	1	23,000	43,000	33,000	
Foxfire	1			50,505	
Holden Beach	1	42,778	63,406	55,619	
Hot Springs	1			30,674	
Jamesville	1			43,260	
Kure Beach	1	61,430	108,389	82,978	
Linden	1			34,320	
Madison	1	39,041	59,385	46,072	
Manteo	1	47,170	81,935	72,322	
Maxton	1			37,310	
Micro	1			41,195	
Misenheimer	1			45,000	
Norlina	1	30,000	33,000	33,000	
Oakboro	1			37,856	
Ocean Isle Beach	1	45,157	67,736	50,037	
Peachland	1			37,863	
Pilot Mountain	1	34,059	51,078	48,354	
PineBluff	1			37,857	
Princeville	1			33,280	
Rockwell	1			48,825	
Roper	1			26,400	
Rutherford College	1			43,930	
Saluda	1			41,174	
Seven Devils	1			29,245	
Spruce Pine	1	39,173	55,311	55,016	
Stanfield	1			41,906	
Sugar Mountain	1	38,000	54,000	47,159	
Surf City	1			75,907	
Topsail Beach	1	51,743	76,448	70,000	
Vanceboro	1			39,250	
Weldon	1	48,855	68,440	61,880	
White Lake	1	57,716	89,460	78,059	
Woodland	1			31,200	
Youngsville	1			44,221	
Total/Average	48	42,201	63,458	46,395	

COMMUNITY DEVELOPMENT DIRECTOR

Code 10100

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Duck	1	76,184	143,367	99,742	
Total/Average	1	76,184	143,367	99,742	

COMMUNITY RELATIONS OFFICER

Code 10110

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Duck					10100
Total/Average					

FINANCE DIRECTOR

Code 10120

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Atlantic Beach	1	53,598	80,397	76,669	
Bald Head Island	1	66,350	99,525	78,804	
Chadbourn	1	36,000	55,597	53,966	
Columbia	1			48,813	
Duck					10040
Ellenboro					10080
Faith					10080
Holden Beach					10040
Jamesville					10080
Kenansville	1			53,269	
Kure Beach	1	61,430	108,389	79,416	
Madison	1	49,987	76,033	56,243	
Manteo	1	80,667	140,137	127,254	
Mount Pleasant	1			47,119	
Ocean Isle Beach					10040
Pilot Mountain					10040
Princeville	1			35,360	
Robbinsville	1			50,128	
Rutherford College	1			43,930	
Saluda	1			56,623	
Seven Devils	1			49,130	
Spruce Pine	1	45,348	64,030	51,534	
Sugar Mountain					10040
Surf City					10040
Topsail Beach	1	59,899	88,498	80,914	
Vanceboro					10080
White Lake					10080
Total/Average	16	56,660	89,076	61,823	

Executive Positions (Population Group Below 2,500)

CITY MANAGER

Code 10040

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Atlantic Beach	1			117,229	
Bald Head Island	1	113,481	170,222	148,504	
Cape Carteret	1	57,270	85,905	66,404	
Clyde	1			69,618	
Coats	1	72,000	75,000	75,000	
Columbia	1			64,027	
Drexel	1	85,992			
Duck	1	92,602	150,536	144,691	
Fontana Dam	1			41,000	
Holden Beach	1			136,500	
Kenansville	1			73,509	
Madison	1			75,213	
Manteo	1			132,413	
Maxton	1			63,500	
Misenheimer					10080
Oakboro	1			58,864	
Ocean Isle Beach	1			141,960	
Oriental	1	44,000	95,000	83,000	
Pilot Mountain	1	72,445	111,463	98,815	
Princeville	3			57,600	
Rutherford College	1			56,650	
Saluda	1			75,745	
Seven Devils	1			80,000	
Spruce Pine	1	60,770	85,806	85,804	
Sugar Mountain	1			111,400	
Surf City	1			112,200	
Topsail Beach	1			98,838	
Youngsville	1			94,000	
Total/Average	29	74,820	110,562	90,684	

ASSISTANT CITY MANAGER

Code 10070

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Bald Head Island	1	80,648	120,973	96,489	
Chadbourn	1	38,000	55,597		
Holden Beach	1	49,224	74,063	51,685	
Manteo					10120

ASSISTANT CITY MANAGER

Code 10070

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Mount Pleasant	1			54,405	
Stanfield	1			45,722	
Total/Average	5	55,957	83,544	62,075	

ASSISTANT TO THE CITY/TOWN MANAGER

Code 10075

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Duck					10080
Kure Beach	1	43,284	76,456	54,705	
Manteo					10080
Oriental	1	28,080	50,000	34,112	
Total/Average	2	35,682	63,228	44,409	

CITY ATTORNEY

Code 10050

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Norlina	1	38,000	42,000	38,000	
Total/Average	1	38,000	42,000	38,000	

ASSISTANT CITY ATTORNEY

Code 10060

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ocean Isle Beach	1	70,054	105,081	91,391	
Total/Average	1	70,054	105,081	91,391	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ansonville	1			31,000	
Atlantic Beach	1	38,090	57,135	55,078	
Autryville	1	31,200	52,000	43,680	
Bald Head Island	1	47,154	70,731	58,834	
Cape Carteret	1	38,763	58,146	45,667	
Clyde	1			39,986	
Coats	1	40,395	60,593	53,500	

CITY MANAGER

Code 10040

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ayden	1	74,439	110,170	96,000	
Beaufort	1	100,623	150,934	140,000	
Canton	1	78,702	117,014	100,443	
Carolina Shores	1	69,280	110,755	106,561	
Creedmoor	1			104,038	
Dallas	1			95,065	
Edenton	1	80,000	125,000	100,728	
Elizabethtown	1			118,000	
Elkin	1	71,440	113,656	90,000	
Emerald Isle	1			143,252	
Farmville	2			115,929	
Granite Falls	1	83,713	125,570	107,827	
Granite Quarry	1	61,000	71,000		
Grifton	1	62,000	83,000	72,500	
Hudson	1			81,510	
La Grange	1			120,097	
Mount Olive	1			93,413	
North Wilkesboro	1	70,649	112,876	90,001	
River Bend	1	64,367	94,209	94,209	
Rural Hall	1	75,301	112,659	102,230	
Spencer	1			65,000	
Sunset Beach		77,630	116,445	95,000	
Swansboro	1			85,000	
Sylva	1	74,000	109,000	84,850	
Tobaccoville	1			53,226	
Troutman	1			95,370	
Valdese	1			93,600	
Wallace	1	90,000	100,000	93,000	
Warsaw	1			66,440	
Weaverville	1			114,132	
Whispering Pines					10130
Wilson's Mill	1	85,571	106,550	72,786	
Wrightsville Beach	1			98,238	
Zebulon	1			130,197	
Total/Average	33	76,160	109,927	97,458	

ASSISTANT CITY MANAGER

Code 10070

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Canton	1	55,938	83,159	69,368	
China Grove	1	59,449	95,118	62,421	
Elizabethtown	1	59,895	85,032	80,538	
Elkin	1	55,417	79,168	69,722	
Swansboro	1	61,873	92,773	69,779	
Total/Average	5	58,514	87,050	70,366	

ASSISTANT TO THE CITY/TOWN MANAGER

Code 10075

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ayden	1	47,985	71,018	54,159	
Edenton	1	39,591	59,387	50,477	
Farmville					20080
Granite Falls	1	51,444	77,166	63,939	
Rural Hall					10080
Valdese					10080
Zebulon					10150
Total/Average	3	46,340	69,190	56,192	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Beaufort	1	56,030	84,046	65,686	
Canton	1	37,857	56,286	63,294	
Carolina Shores	1	43,658	69,794	60,715	
China Grove	1	38,322	61,315	52,707	
Creedmoor	1	38,616	55,166	48,213	
Dallas	1			50,663	
Edenton					10040
Elizabethtown	1	42,525	59,997	63,332	
Elkin	1	41,353	59,077	43,214	
Emerald Isle	1	55,549	82,213	81,600	
Farmville					10120
Granite Falls	1	38,389	57,584	43,480	
Granite Quarry	1	43,000	53,000	50,500	
Grifton	1	40,000	63,000	51,500	
Hudson	1			52,397	
La Grange	1			50,889	
North Wilkesboro	1	39,347	62,876	39,936	
Red Oak	1	40,000		47,500	
River Bend	1	35,109	46,808	42,416	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Rural Hall	1	45,263	66,684	65,804	
Shallotte	1	41,500	62,251	63,648	
Spencer	1			29,000	
Sunset Beach	1	46,081	69,122	61,832	
Swansboro					10070
Sylva	1	47,188	70,783	53,046	
Tobaccoville	1			31,059	
Troutman	1			65,112	
Valdese	1	60,281	90,421	63,295	
Wallace	1	40,632	60,949	47,154	
Warsaw	1			49,784	
Weaverville	1			51,902	
Whispering Pines	1			43,181	10160
Wilson's Mill					10040
Wrightsville Beach	1	44,039	68,438	67,829	
Zebulon					10150
Total/Average	30	43,559	64,991	53,356	

CITY ENGINEER

Code 10090

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Beaufort	1	82,789	124,173	116,558	
Total/Average	1	82,789	124,173	116,558	

COMMUNITY DEVELOPMENT DIRECTOR

Code 10100

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Creedmoor	1	57,054	81,506	73,303	
Elkin	1	39,384	56,263	42,530	
Sylva					10040
Zebulon					10160
Total/Average	2	48,219	68,885	57,916	

COMMUNITY RELATIONS OFFICER

Code 10110

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
North Wilkesboro	1	37,457	59,809	40,934	
Total/Average	1	37,457	59,809	40,934	

ECONOMIC DEVELOPMENT DIRECTOR

Code 10115

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ayden	1	55,548	82,211	65,000	
Elizabethtown	1	51,739	72,927	55,000	
Elkin	1	55,417	79,168	64,742	
Zebulon					10040
Total/Average	3	54,235	78,102	61,581	

FINANCE DIRECTOR

Code 10120

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ayden	1	64,303	95,168	74,610	
Beaufort	1	68,105	102,158	87,334	
Canton	1	58,729	87,318	69,056	
Carolina Shores	1	59,397	94,954	78,260	
China Grove	1	62,421	99,874	71,219	
Creedmoor	1	59,907	85,581	63,945	
Dallas	1			64,661	
Edenton	1	58,497	87,746	64,361	
Elizabethtown	1	59,895	85,032	70,500	
Emerald Isle	1	55,549	82,213	81,600	
Farmville	1	57,741	86,611		
Granite Falls	1	54,016	81,024		
Hudson					10040
La Grange	1			61,836	
Mount Olive	1			69,576	
North Wilkesboro	1	45,545	72,750	54,953	
River Bend	1	56,174	71,327	70,620	
Rural Hall					10040
Shallotte	1	64,380	96,570	80,325	
Spencer	1			40,000	
Sunset Beach	1	53,223	79,834	66,950	
Swansboro	1	50,883	76,294	60,520	
Sylva	1	60,226	90,338	78,107	
Troutman	1			87,439	
Valdese	1	73,272	109,908	76,936	
Wallace	1	54,452	81,679	62,118	
Weaverville	1			89,404	
Whispering Pines	1			48,911	
Wilson's Mill	1	65,790	69,262	57,146	
Wrightsville Beach	1	56,208	87,346	76,773	
Zebulon	1	70,229	105,342	80,401	
Total/Average	29	59,497	87,651	69,910	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Rural Hall	1	45,263	66,684	65,804	
Shallotte	1	41,500	62,251	63,648	
Spencer	1			29,000	
Sunset Beach	1	46,081	69,122	61,832	
Swansboro					10070
Sylva	1	47,188	70,783	53,046	
Tobaccoville	1			31,059	
Troutman	1			65,112	
Valdese	1	60,281	90,421	63,295	
Wallace	1	40,632	60,949	47,154	
Warsaw	1			49,784	
Weaverville	1			51,902	
Whispering Pines	1			43,181	10160
Wilson's Mill					10040
Wrightsville Beach	1	44,039	68,438	67,829	
Zebulon					10150
Total/Average	30	43,559	64,991	53,356	

CITY ENGINEER

Code 10090

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Beaufort	1	82,789	124,173	116,558	
Total/Average	1	82,789	124,173	116,558	

COMMUNITY DEVELOPMENT DIRECTOR

Code 10100

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Creedmoor	1	57,054	81,506	73,303	
Elkin	1	39,384	56,263	42,530	
Sylva					10040
Zebulon					10160
Total/Average	2	48,219	68,885	57,916	

COMMUNITY RELATIONS OFFICER

Code 10110

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
North Wilkesboro	1	37,457	59,809	40,934	
Total/Average	1	37,457	59,809	40,934	

ECONOMIC DEVELOPMENT DIRECTOR

Code 10115

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ayden	1	55,548	82,211	65,000	
Elizabethtown	1	51,739	72,927	55,000	
Elkin	1	55,417	79,168	64,742	
Zebulon					10040
Total/Average	3	54,235	78,102	61,581	

FINANCE DIRECTOR

Code 10120

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Ayden	1	64,303	95,168	74,610	
Beaufort	1	68,105	102,158	87,334	
Canton	1	58,729	87,318	69,056	
Carolina Shores	1	59,397	94,954	78,260	
China Grove	1	62,421	99,874	71,219	
Creedmoor	1	59,907	85,581	63,945	
Dallas	1			64,661	
Edenton	1	58,497	87,746	64,361	
Elizabethtown	1	59,895	85,032	70,500	
Emerald Isle	1	55,549	82,213	81,600	
Farmville	1	57,741	86,611		
Granite Falls	1	54,016	81,024		
Hudson					10040
La Grange	1			61,836	
Mount Olive	1			69,576	
North Wilkesboro	1	45,545	72,750	54,953	
River Bend	1	56,174	71,327	70,620	
Rural Hall					10040
Shallotte	1	64,380	96,570	80,325	
Spencer	1			40,000	
Sunset Beach	1	53,223	79,834	66,950	
Swansboro	1	50,883	76,294	60,520	
Sylva	1	60,226	90,338	78,107	
Troutman	1			87,439	
Valdese	1	73,272	109,908	76,936	
Wallace	1	54,452	81,679	62,118	
Weaverville	1			89,404	
Whispering Pines	1			48,911	
Wilson's Mill	1	65,790	69,262	57,146	
Wrightsville Beach	1	56,208	87,346	76,773	
Zebulon	1	70,229	105,342	80,401	
Total/Average	29	59,497	87,651	69,910	

CITY MANAGER

Code 10040

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Aberdeen	1			120,799	
Bessemer City	1			107,285	
Black Mountain	1			112,942	
Brevard	1			126,004	
Butner	1			142,135	
Carolina Beach	1	111,587	167,380		
Cherryville	1			97,074	
Clinton	1			100,000	
Conover	1			104,652	
Dunn	1			115,333	
Fletcher	1			122,424	
Gibsonville	1	80,174	128,279	96,689	
Hamlet	1			90,000	
Hillsborough	1			161,902	
King	1	84,754	136,426	105,248	
Marion	1			114,608	
Mocksville	1			127,504	
Nashville	1	75,825	119,042	110,000	
Oak Island	1			120,812	
Oxford	1			112,875	
Pineville	1	98,784	148,176	123,481	
Rockingham	1			121,219	
Rolesville	1			128,569	
Roxboro	1			104,007	
Sawmills	1	56,830	93,768	65,000	
Selma	1			120,000	
Siler City	1			96,500	
Wadesboro	1	80,985	117,427	89,116	
Walkertown	1			65,765	
Washington	1	102,153	153,230	119,808	
Wendell	1			118,456	
Whiteville	1			91,456	
Williamston	1			70,701	
Total/Average	33	86,386	132,966	106,132	

ASSISTANT CITY MANAGER

Code 10070

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Black Mountain	1	87,643	131,441	94,178	
Carolina Beach	1	83,269	124,904	106,886	
Dunn	1	72,622	105,783	77,000	
Fletcher	1	82,353	122,557	92,331	
Hillsborough	1	95,859	153,374	127,639	
Marion	1	59,879	95,805	81,619	
Rockingham	1	70,211	99,207	96,787	
Roxboro	1	77,451	114,627	101,792	
Total/Average	8	78,661	118,462	97,279	

ASSISTANT TO THE CITY/TOWN MANAGER

Code 10075

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Black Mountain	1	56,262	84,427	56,263	
Cherryville	1			52,532	
Hillsborough	1	64,881	103,809	70,907	
Washington	1	46,798	70,196	69,454	
Wendell	1	56,293	84,440	67,017	
Total/Average	5	56,059	85,718	63,235	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Aberdeen					10150
Bessemer City	1			49,445	
Black Mountain					10075
Brevard	1	54,042	81,063	58,885	
Butner	1	46,832	70,248	59,088	
Carolina Beach	1	53,679	80,519	79,742	
Cherryville	1			52,532	
Clinton	1	53,125	79,688	64,764	
Conover	1	60,033	84,477	80,453	
Dunn	1	49,157	71,562	53,040	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Fletcher	1	39,438	58,961	50,000	
Gibsonville	2	42,518	68,029	59,923	
Hamlet	1	41,470	58,596	51,790	
Hillsborough	1	78,863	123,181	104,155	
King	1	45,538	69,218	61,214	
Nashville	1	41,914	62,872	53,740	
Oak Island	1	46,167	68,866	71,178	
Oxford	1	46,556	66,509	47,962	
Pineville	1	45,254	67,882	56,222	
Rockingham	1	49,690	70,211	53,511	
Rolesville	1	54,221	67,234	69,227	
Roxboro	1	45,285	67,022	61,382	
Sawmills	1	31,898	51,036	34,100	
Selma	1	39,067	60,518	42,974	
Siler City	1	49,617	79,387	64,502	
Wadesboro	1	49,716	72,088	57,352	
Walkertown	1			42,188	
Wendell	1	48,823	73,234	48,838	
Whiteville	1	44,460	65,687	59,669	
Williamston	1	37,393	56,090	42,434	
Total/Average	29	47,790	70,967	58,225	

CITY ENGINEER

Code 10090

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Clinton	1	61,499	92,249	80,972	
Hillsborough	1	91,294	146,070	119,600	
King	1	73,266	111,364	99,480	
Oxford	1	68,785	98,265	92,764	
Total/Average	4	73,711	111,987	98,204	

ECONOMIC DEVELOPMENT DIRECTOR

Code 10115

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Bessemer City					10150
Cherryville	1			52,532	
Selma					10160
Whiteville	1	42,343	62,559	42,766	
Total/Average	2	43,343	62,559	47,649	

COMMUNITY DEVELOPMENT DIRECTOR

Code 10100

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Clinton	1	64,574	96,861	75,368	
Dunn	1	46,781	68,167	46,783	
Mocksville	1	35,575	53,363	46,030	
Oxford	1	48,884	69,835	54,086	
Roxboro	1	37,256	55,139	39,901	
Total/Average	5	46,614	68,673	52,434	

FINANCE DIRECTOR

Code 10120

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Aberdeen	1	59,837	89,755	76,359	
Bessemer City	1			81,800	
Black Mountain					10070
Butner	1	69,192	103,788	88,264	
Carolina Beach	1	71,932	107,899	94,094	
Clinton	1	64,574	96,861	69,157	
Conover	1			97,790	
Dunn	1	62,736	91,356	90,000	
Fletcher					10070
Gibsonville	1	54,265	86,824	61,657	
Hamlet	1	43,569	61,562	58,596	
Hillsborough	1	91,294	146,070	125,812	
King	1	73,266	111,364	90,085	
Marion					10070
Mocksville	1	52,561	78,841	68,203	10080
Nashville	1	53,496	80,243	65,000	
Oak Island	1	64,961	96,901	93,933	
Oxford	1	65,509	93,587	78,993	
Pineville	1	77,400	116,100	96,464	
Rockingham	1	66,828	94,427	92,123	
Rolesville	1	84,114	124,489	104,298	
Sawmills	1	38,464	61,543	56,000	
Selma	1	63,636	98,578	82,000	
Siler City	1	80,821	129,313	105,067	
Washington	1	80,040	120,060	113,921	
Wendell	1	78,627	117,941	99,964	
Whiteville	1	54,042	79,884	85,405	
Williamston	1	55,247	82,871	74,718	
Woodfin	1			147,367	
Total/Average	26	65,496	98,707	88,349	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Apex	1	52,372	86,210	74,538	
Asheboro	1	34,872	52,308	40,103	
Chapel Hill	1	85,405	138,355	113,459	
Concord	1	50,801	83,821	65,207	
Cornelius	1	48,272	75,425	60,340	
Goldsboro	1	49,144	77,647	67,716	
Holly Springs	1	83,334	88,433	53,848	
Jacksonville	1	49,949	79,919	72,813	
Kannapolis	1	46,446	71,992	69,934	
Kernersville	1	47,402	70,157	55,673	
Mooresville	1	53,135	83,099	60,113	
New Bern	1	47,194	76,808	69,555	
Sanford	1	50,793	83,808	76,161	
Thomasville	1	48,820	82,994	60,254	
Wake Forest	1	54,825	89,304		
Wilson	1	47,622	76,518	62,699	
Total/Average	16	53,149	82,300	66,828	

CITY ENGINEER

Code 10090

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Asheboro	1	88,120	132,180	101,338	
Chapel Hill	1	77,641	125,778	111,440	
Concord	1	97,605	161,049	129,646	
Goldsboro	1	65,858	104,055	97,140	
Holly Springs	1	91,224	151,256	133,259	
Jacksonville	1	63,749	101,998	100,000	
Kannapolis	1	79,438	123,129	96,633	
Kernersville	1	63,526	94,017	90,000	
Mooresville	1	74,765	116,929	98,562	
New Bern	1	84,753	137,935	125,258	
Sanford	1	75,396	124,404	99,925	
Thomasville	1	74,251	126,227	105,207	
Wilson	1	78,034	125,384	123,536	
Total/Average	13	78,028	124,949	108,611	

COMMUNITY DEVELOPMENT DIRECTOR

Code 10100

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Apex					10160
Asheboro	1	83,924	125,886	96,512	
Chapel Hill	1	99,069	160,492	143,723	
Concord					10160
Goldsboro	1	59,735	94,381	85,291	
Jacksonville	1	63,749	101,998	97,564	
Kannapolis	1	53,767	83,339	67,591	
Kernersville	1	86,793	157,500	105,000	
Mooresville	1	78,503	122,775	100,075	
New Bern					10160
Sanford	1	83,246	137,356	110,325	
Wake Forest	1	98,457	160,376	145,524	
Wilson	1	78,034	125,384	109,234	
Total/Average	10	78,528	126,949	106,084	

COMMUNITY RELATIONS OFFICER

Code 10110

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Concord	1	50,801	83,821	76,594	
Wilson	1	70,695	113,592	85,186	
Total/Average	2	60,748	98,706	80,890	

ECONOMIC DEVELOPMENT DIRECTOR

Code 10115

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Apex	1	81,234	133,716	117,896	
Chapel Hill	1	65,899	106,756	110,086	
Concord	1	60,356	99,588	66,562	
Holly Springs	1	82,739	137,817	90,406	
Kannapolis	1	65,354	101,299	89,256	
New Bern					10160
Wake Forest	1	85,051	138,539	121,969	
Total/Average	6	73,439	119,619	99,363	

CITY MANAGER

Code 10040

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Cary	1			265,013	
Charlotte	1			333,900	
Fayetteville	1			219,375	
Greensboro	1	157,471	262,541	204,552	
Raleigh	1	127,310	235,524	256,580	
Wilmington	1	147,732	221,572	210,705	
Winston-Salem	1			212,487	
Total/Average	7	144,171	239,879	243,230	

CITY ATTORNEY

Code 10050

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Cary	1			197,288	
Charlotte	1			254,000	
Fayetteville	1			184,061	
Greensboro	1	157,471	262,451	190,000	
Raleigh	1	140,105	259,195	220,000	
Wilmington	1	134,836	202,228	162,440	
Winston-Salem	1			188,559	
Total/Average	7	144,137	241,291	199,478	

ASSISTANT CITY ATTORNEY

Code 10060

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Cary	1	81,973	135,262	90,875	
Charlotte	8	92,935	145,211	107,833	
Fayetteville	3	69,037	108,486	93,880	
Greensboro	4	76,983	128,306	97,897	
Raleigh	1	116,754	215,996	182,227	
Wilmington	3	82,394	123,604	93,722	
Winston-Salem	6	76,756	115,134	86,812	
Total/Average	26	85,262	138,857	100,424	

ASSISTANT CITY MANAGER

Code 10070

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Cary	1			169,270	
Charlotte	3	181,928	284,263	224,100	
Fayetteville	2	90,900	159,075	145,200	
Greensboro	4	131,226	218,709	146,533	
Raleigh	3	110,705	204,804	185,437	
Wilmington	2	134,836	202,228	166,070	
Winston-Salem	4	141,113	211,670	152,581	
Total/Average	19	131,785	213,458	169,309	

CITY CLERK

Code 10080

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Cary	1			79,872	
Charlotte	1			131,652	
Fayetteville	1	62,879	98,809	94,867	
Greensboro	1	90,459	150,764	90,459	
Raleigh	1	110,705	204,804	141,530	
Wilmington	1	68,120	102,180	85,556	
Winston-Salem	1	58,557	87,835	65,161	
Total/Average	7	78,144	128,878	98,442	

ASSISTANT TO THE CITY/TOWN MANAGER

Code 10075

	Number Budgeted	Minimum Salary	Maximum Salary	Average Salary	See Code
Cary	1	64,230	105,976	74,422	
Charlotte	2	80,281	125,439	89,329	
Wilmington	1	68,120	102,180	91,491	
Winston-Salem	1	67,042	100,563	68,815	
Total/Average	5	69,918	108,539	82,677	

E L E C T R O N I C M E E T I N G

City Clerk

Primary Reason Why Classification Exists

To perform statutory requirements of City Clerk for the City of Hendersonville

Distinguishing Features of the Class

An employee in this class serves as the primary administrative and clerical support for the City Council and is a public official as defined by the NC General Statutes. Emphasis of the work is on maintenance of municipal ordinances and documents, preparation of agendas, minutes, and legal notices, administration of official oaths, and providing explanation of policies and procedures to the public. The position also serves as the official custodian of records for the City. Considerable tact, courtesy, and discretion are required in frequent and varied contacts with the public. Work is performed in accordance with the North Carolina General Statutes and Municipal Ordinances and is reviewed by the City Council and City Manager and is evaluated on the basis of proficiency and accuracy, compliance with mandated legal requirements, and other performance criteria.

Essential Duties and Tasks

- Coordinates activities by the City Manager and other departments for agenda and special meetings; places required advertisements or notices of meetings
- Prepares agenda packets and distributes to interested parties; attends City Council meetings and records minutes of those meetings
- Maintains the City seal and affixes to all official documents; verifies the legality of documents for the City Council and approves and signs official documents
- Oversees preparation, publication, codification, and filing of legal notices and ordinances, resolutions, and City Council actions based on established procedures and legal requirements
- Attends City Council meetings and takes official minutes; files records and minutes as required by laws; maintains minute books and other official documents according to NC State Archives requirements; maintains minute indexes, ordinances, resolutions, and other official books; ensures on-going ordinance codification process and distributes updates to book holders
- Locates ordinances, policies, rules, and regulations for citizens and provides copies; answers questions or refers to the proper officials
- Serves as custodian of all public records including, but not limited to, ordinances, resolutions, contracts, agreements, deeds, leases, and minute books; coordinates codification updates; executes legal documents, drafts resolutions and proclamations; records maps, ordinances, easements, and street closings
- Serves often as liaison between these City officials and the public with respect to such matters as complaints, requests, and suggestions; handles many of these issues independently unless direct involvement of the City official is required.
- Researches and compiles information as requested by the City Manager, Mayor or City Council; performs special project work as requested and handles confidential information
- Provides confidential administrative support for the Mayor, City Council, City Manager, and Assistant City Manager; responds to general public inquiries, processes mail, composes and types correspondence, letters, and memorandums

- Registers the Mayor, City Council, City Manager and staff for conferences and seminars and makes any necessary travel arrangements including lodging, airline, and rental car reservations
- Coordinates annual codification of City ordinances.
- Participates in employee committees such as wellness; participates in development and maintenance of City Web page; maintains special records as required.
- Performs related work as required

Knowledge, Skills, and Abilities

- Considerable knowledge of the NC General Statutes regarding public records and open meetings law and other regulations impacting local governments and specific responsibilities of the City Clerk
- Considerable knowledge of the functions and services of municipal government
- Considerable knowledge of standard modern office management and administrative practices and procedures
- Considerable knowledge of office technology and common office-based equipment including personal computers, printers, and audio-video recording devices
- Knowledge of requirements of the City Code and Ordinances
- Knowledge of English grammar, spelling, punctuation and sentence structure
- Knowledge of effective public relations principles and practices sufficient to communicate effectively with the public, both orally and in writing
- Skill in the use of modern office equipment with necessary skill and speed
- Ability to acquire and apply knowledge of the City policies, procedures, and services of the department to which assigned; ability to apply to interpret department and City policies
- Ability to communicate effectively both orally and in writing
- Ability to establish and maintain effective working relationships with municipal officials, employees, and the general public and to exhibit a professional demeanor
- Ability to exercise judgment in decisions with confidential information, data, and materials in conformance with laws, regulations, and policies
- Ability to maintain moderately complex records and prepare written narrative reports including those requiring statistical summaries and charts
- Ability to make arithmetical calculations, proof-read, and create drafts of memos and reports
- Ability to plan and prioritize work functions and coordinate City Council activities with department management and other staff
- Ability to support administrative/clerical personnel in other departments
- Ability to take and transcribe notes of official meetings and to prepare accurate minutes reflecting the actions taken
- Ability to work independently without supervision on confidential assignments and coordinate the work of other clerical/administrative personnel
- Ability to work evenings and other flexible schedules

Physical Requirements

Work in this class is generally sedentary. Work requires some light physical activity such as walking, reaching, stooping and repetitive motion of the wrists, hands, and fingers using

dexterity in the hands for typing and operation of standard office equipment. Work also includes the ability to see, hear, talk, and physically move about the office. Visual acuity is necessary to read materials and operate computer terminals and other office equipment

Working Conditions

Work is performed primarily in an environmentally controlled environment without exposure to harmful chemicals, personal danger, or other workplace hazards

Education

Graduation from a two year business school or community college with a major in business or related field.

Experience

Three (3) – Five (5) years administrative experience in a municipal or county government clerk's office preferred

Special Requirements

- Valid driver's license may be required
- Certification as a Notary Public
- Current designation as a Certified Municipal Clerk by the School of Government or ability to obtain certification within one year of employment
- Membership in the North Carolina Association of Municipal Clerks (NCAMC) and other professional associations is desired

FLSA Status: Non-Exempt

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The City of Hendersonville reserves the right to assign or otherwise modify the duties assigned to this classification.

October 2016



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 3-24-2020

Presenter: Susan G. Frady, Development Asst Director

Date of Council Meeting to consider this item: 4-2-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05h

The City has received an application from Hendersonville Housing Authority, to close a portion of an unopened and unimproved ROW for Sixth Avenue East located on PIN 9568-99-9384. A survey and legal descriptions are included.

General Statue 160A-299 has procedures for permanently closing streets and alleys. Whenever there is a proposal to permanently close any street or public alley, the City Council shall first adopt a resolution declaring its intent to close the street or alley and shall set a date for a public hearing. At this 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.

The Resolution of Intent setting June 4, 2020 as the public hearing date is attached.

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

Suggested Motion:

I move City Council to adopt the Resolution of Intent for the closing of a portion of an unopened and unimproved ROW for Sixth Avenue East located on PIN 9568-99-9384 as petitioned by the Hendersonville Housing Authority.

Attachments:

Resolution of Intent
Survey
Legal Description

RESOLUTION OF INTENT

A resolution declaring the intention of the City of Hendersonville City Council to consider closing a portion of an unopened and unimproved ROW for a portion of 6th Avenue East located on PIN 9568-99-9384.

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

WHEREAS, Hendersonville Housing Authority, has petitioned the Council of the City of Hendersonville to close an unopened and unimproved ROW for a portion of 6th Avenue East located on PIN 9568-99-9384.

WHEREAS, the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of an unopened and unimproved ROW for a portion of 6th Avenue East located on PIN 9568-99-9384.

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

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

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

Barbara G. Volk, Mayor

ATTEST:

Tammie K. Drake, City Clerk

(Seal)

LEGAL DESCRIPTION FOR 6TH AVENUE EAST AND WALNUT STREET

BEGINNING AT A #4 REBAR WITH "MCABEE" CAP SET IN THE INTERSECTION OF THE NCDOT RIGHT OF WAY SHOWN IN PLANS FOR PROJECT 8.1834101 AND THE SOUTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE EAST MARGIN OF SAID NCDOT RIGHT OF WAY N 06°21'33" E A DISTANCE OF 30.25' TO A CALCULATED POINT IN THE NORTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE NORTH MARGIN OF 6TH AVENUE EAST THE FOLLOWING TWO CALLS N 74°39'41" E A DISTANCE OF 191.15' TO A CALCULATED POINT; THENCE N 75°42'01" E A DISTANCE OF 57.33' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN FOR 6TH AVENUE EAST AND THE EAST MARGIN FOR WALNUT STREET; THENCE WITH THE EAST MARGIN FOR WALNUT STREET THE FOLLOWING TWO CALLS S 39°26'19" E A DISTANCE OF 24.00' TO A CALCULATED POINT; THENCE S 11°04'07" E A DISTANCE OF 330.85' TO A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN FOR WALNUT STREET AND THE NORTH MARGIN FOR 5TH AVENUE EAST; THENCE WITH THE NORTH MARGIN FOR 5TH AVENUE EAST S 62°36'46" W A DISTANCE OF 31.66' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN FOR 5TH AVENUE EAST AND THE WEST MARGIN OF WALNUT STREET; THENCE WITH THE WEST MARGIN FOR WALNUT STREET N 11°00'15" W A DISTANCE OF 330.65' TO A CALCULATED POINT AT THE INTERSECTION OF THE WEST MARGIN OF WALNUT STREET AND THE SOUTH MARGIN OF 6TH AVENUE EAST; THENCE WITH THE SOUTHERN MARGIN FOR 6TH AVENUE EAST S 75°03'45" W A DISTANCE OF 238.85' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.400 ACRES, 17,403 SQ.FT. AND BEING THE HISTORIC LOCATION OF 6TH AVENUE EAST AND WALNUT STREET.



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 3-24-2020

Presenter: Susan G. Frady, Development Asst Director

Date of Council Meeting to consider this item: 4-02-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05i

The City has received an application from Hendersonville Housing Authority, to close an unopened and unimproved alley between Williams Street and Harris Street located on PIN 9568-99-9384. A map, survey and legal description are included.

General Statue 160A-299 has procedures for permanently closing streets and alleys. Whenever there is a proposal to permanently close any street or public alley, the City Council shall first adopt a resolution declaring its intent to close the street or alley and shall set a date for a public hearing. At this 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.

The Resolution of Intent setting June 4, 2020 as the public hearing date is attached.

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

Suggested Motion:

I move City Council to adopt the Resolution of Intent for the closing of an unopened and unimproved alley between Williams Street and Harris Street located on PIN 9568-99-9384 as petitioned by the Hendersonville Housing Authority.

Attachments:

Resolution of Intent
Survey
Legal Description

RESOLUTION OF INTENT

A resolution declaring the intention of the City of Hendersonville City Council to consider closing a portion of an unopened and unimproved alley between Williams Street and Harris Street located on PIN 9568-99-9384.

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

WHEREAS, Hendersonville Housing Authority, has petitioned the Council of the City of Hendersonville to close an unopened and unimproved alley between Williams Street and Harris Street located on PIN 9568-99-9384.

WHEREAS, the City Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of an unopened and unimproved alley between Williams Street and Harris Street located on PIN 9568-99-9384.

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

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

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

Barbara G. Volk, Mayor

ATTEST:

Tammie K. Drake, City Clerk

(Seal)

HISTORIC 20 FOOT ALLEY CLOSURE

BEGINNING AT A CALCULATED POINT AT THE INTERSECTION OF THE WESTERN MARGIN OF HARRIS STREET AND THE SOUTHERN MARGIN OF A 20' ALLEY DESCRIBED IN DEED BOOK 424 PAGE 57; THENCE WITH THE SOUTH MARGIN OF SAID ALLEY S 75°38'12" W A DISTANCE OF 338.40' TO A CALCULATED POINT AT THE INTERSECTION OF THE SOUTH MARGIN OF SAID ALLEY AND THE EAST MARGIN OF WILLIAMS STREET; THENCE WITH THE EAST MARGIN OF WILLIAMS STREET N 21°40'48" W A DISTANCE OF 20.16' TO A CALCULATED POINT AT THE INTERSECTION OF THE EAST MARGIN OF WILLIAMS STREET AND THE NORTH MARGIN OF SAID ALLEY; THENCE WITH THE NORTH MARGIN OF SAID ALLEY N 75°38'12" E A DISTANCE OF 338.58' TO A CALCULATED POINT AT THE INTERSECTION OF THE NORTH MARGIN OF SAID ALLEY AND THE WESTERN MARGIN OF HARRIS STREET; THENCE WITH THE WESTERN MARGIN OF HARRIS STREET S 21°10'59" E A DISTANCE OF 20.14' TO THE POINT AND PLACE OF BEGINNING AND CONTAINING 0.155 ACRES, 6,770 SQ.FT. AND BEING THE HISTORIC LOCATION OF SAID 20' ALLEY.



CITY OF HENDERSONVILLE

AGENDA ITEM SUMMARY

Submitted By:

Department:

Date Submitted:

Presenter:

Date of Council Meeting to consider this item:

Nature of Item:

Summary of Information/Request:

Item #

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

Suggested Motion:

Attachments:

RESOLUTION OF INTENT

A resolution declaring the intention of the City of Hendersonville City Council to consider closing a portion of an unopened and unimproved ROW for Clark Street located on PIN 9568-49-2048.

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

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

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

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

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

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

Barbara G. Volk, Mayor

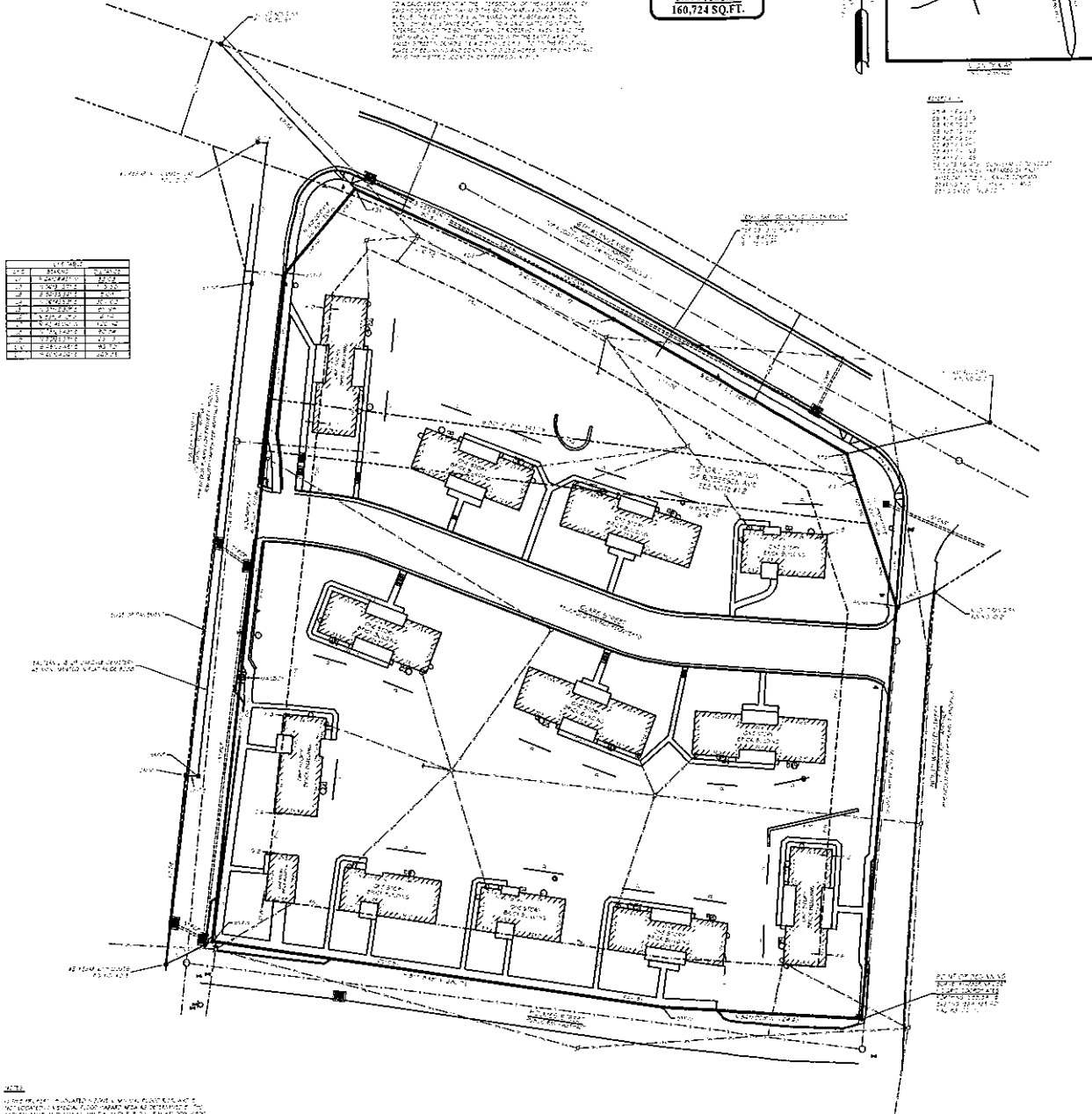
ATTEST:

Tammie K. Drake, City Clerk

(Seal)

1. The first step in the process of the investigation of the "case" is the identification of the "case" itself. This is done by the investigator who is responsible for the case. The investigator must identify the "case" as a "case" and not as a "problem" or a "situation". The investigator must also identify the "case" as a "case" and not as a "problem" or a "situation". The investigator must also identify the "case" as a "case" and not as a "problem" or a "situation".

Year	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100
1970	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100



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2. The first two stages of the analysis are the identification of the relevant variables and the selection of the appropriate statistical model. The third stage is the estimation of the parameters of the model. The fourth stage is the testing of the hypotheses. The fifth stage is the interpretation of the results.

8. Aşağıdaki her cümle için doğru ya da yanlış olduğunu belirtiniz. Doğruysa "D", yanlışsa "Y" yazınız.

答: (1) 当 $x \in (-\infty, -1)$ 时, $f(x) = 1 - x^2$, $f'(x) = -2x$, $f''(x) = -2$, $f'(x) > 0$, $f''(x) < 0$, $f(x)$ 在 $(-\infty, -1)$ 上是凹函数;
 (2) 当 $x \in (-1, 1)$ 时, $f(x) = 1 - x^2$, $f'(x) = -2x$, $f''(x) = -2$, $f'(x) < 0$, $f''(x) < 0$, $f(x)$ 在 $(-1, 1)$ 上是凹函数;
 (3) 当 $x \in (1, +\infty)$ 时, $f(x) = 1 - x^2$, $f'(x) = -2x$, $f''(x) = -2$, $f'(x) < 0$, $f''(x) < 0$, $f(x)$ 在 $(1, +\infty)$ 上是凹函数.

2. The location is well located in the center of the city.

1. The following are the names of the persons who have been appointed to the various committees of the Board of Directors:

1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

[illegible]

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10=PLATBOO
20=BOOBOO
30=BOO
40=BOOBOO
50=BOOBOO
60=BOOBOO
70=BOOBOO
80=BOOBOO
90=BOOBOO
100=BOOBOO

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[illegible]
$$\begin{aligned} \text{Ag}^+ &= \frac{1.0 \times 10^{-10}}{1.0 \times 10^{-10}} = 1.0 \times 10^{-10} \text{ mol/L} \\ \text{Ag}^+ &= 1.0 \times 10^{-10} \text{ mol/L} \\ \text{Ag}^+ &= 1.0 \times 10^{-10} \text{ mol/L} \\ \text{Ag}^+ &= 1.0 \times 10^{-10} \text{ mol/L} \end{aligned}$$

1. The first step is to identify the problem.

1. The first step is to identify the problem.
 2. The second step is to define the problem.
 3. The third step is to analyze the problem.
 4. The fourth step is to develop a solution.
 5. The fifth step is to implement the solution.
 6. The sixth step is to evaluate the solution.
 7. The seventh step is to monitor the solution.
 8. The eighth step is to maintain the solution.
 9. The ninth step is to improve the solution.
 10. The tenth step is to document the solution.

2. 证明: 若 $f(x)$ 在 $[a, b]$ 上连续, 且 $f(a) = f(b)$, 则存在 $\xi \in (a, b)$, 使得 $f'(\xi) = 0$.

① 2014년 12월 15일
 ② 2014년 12월 15일 14시 30분
 ③ 2014년 12월 15일 15시 30분
 ④ 2014년 12월 15일 16시 30분

姓名: 王 强
 学 号: 123456
 姓 名: 李 明
 学 号: 789012
 姓 名: 张 伟
 学 号: 345678

	10.	607
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Handwritten signature

[illegible][illegible]

2012年12月27日

2014年12月15日

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 26

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DATE 08-19-2006 BY 60322 UCBAW/BJS

Eric S. H. V.

[illegible]

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Figure 1. The effect of the concentration of the inhibitor on the rate of polymerization.

[illegible]

3. THE CHAIRMAN PROPOSED THE FOLLOWING MOTION:
THAT THE PROCEEDINGS BE
CLOSED AT 10:00 A.M.
3. THE CHAIRMAN PROPOSED THE FOLLOWING MOTION:
THAT THE PROCEEDINGS BE
CLOSED AT 10:00 A.M.

[illegible]

**McABEE &
ASSOCIATES, P.A.**
PROFESSIONAL LAND SURVEYORS

Eric S. McAbee, PLS
J. Barry West, PLS
Telephone (813) 628-1100
Fax (824) 928-1100
Walter S. McAbee, PLS (E-mail)
3 McAbee Trail Fairview North Carolina 28750

[illegible]

HENDERSONVILLE HOUSING AUTHORITY
 LOCATED AT 901 CLARK STREET

ROBERSON AVENUE CLOSURE

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



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 3/25/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 4/2/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 05k

As part of the City's response to COVID-19, the City Manager made the decision to discontinue the disconnection of water service and the applying of late fees and penalties for utility customers with outstanding account balances. I failed to ask the City Council to ratify this decision at your March 20th special meeting. Therefore, I would request that you ratify the suspension of water service and applying of late penalties until the COVID-19 until reinstated by the City Council.

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

Suggested Motion:

I move that the City Council resolve to ratify the City Manager's decision to suspend utility account disconnection and the applying of late penalties until the COVID-19 until reinstated by the City Council.

Attachments:

None



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Jennifer Harrell

Department: Admin

Date Submitted: 03/23/2020

Presenter: Jennifer Harrell

Date of Council Meeting to consider this item: 04/02/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 051

Currently, the City's voluntary insurance products are spread over three primary carriers, Colonial Life, Liberty National Life and Lincoln National Life. Utilizing this many companies can be time consuming for staff and confusing for employees.

Staff would like to establish Mark III, our current Insurance Brokerage firm, as our benefits administrator for our block of voluntary insurances and have them in place as soon as possible so they can take over flawlessly at our open enrollment.

Mark III, utilizes various insurance companies and we have been assured the rates of these companies are comparable or better than our current rates, due to the volume of business they hold. They will leverage the best deal from competing companies in every benefit category. They provide a call center as well as a dedicated account manager and a local field account manager.

They will provide customized benefit plan booklets for employees along with employee videos. We are paying for this service with Mark III now, but have not been utilizing it because they require the entire block of voluntary insurances and because Colonial Life Insurance has their own enrollers and will not allow a third party to enroll for them. The Human Resources staff has been informed by Lincoln Life that we do not have enough employees in their system and beginning July 1, 2020 the City will no longer be supported by them.

Budget Impact: \$ 0.00 **Is this expenditure approved in the current fiscal year**
budget? N/A **If no, describe how it will be funded.**

Suggested Motion:

I move the City Council resolve to adopt Mark III as the benefits administrator for the City's voluntary insurances.

Attachments:

ELECTRONIC MEETING



Why Mark III?

Who We Are



- ✓ Mark III Employee Benefits covering the entire Southeast.



Mark III
Employee Benefits

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**We work hard
To make your
Employees happy.**

Who We Are

Saving money on employee benefits while still attracting and retaining the best and the brightest is a must in today's economy. As the largest independent public sector broker in the Southeast, we use our leverage backed by our book of business to get your employees the best benefit for the best price possible.

As both benefit costs and employee expectations rise, many employers struggle to balance employee needs with their own capabilities and budgets.

Helping you meet these divergent objectives is our specialty. We provide a variety of professional services to our clients that reduce customer costs, increase efficiency, and improve employee satisfaction.

What We Offer



Section 125 Plans

A Section 125 Plan is a solution to increase your employees' net pay when budget restraints only allow for minimal salary raises, if any at all.



Healthcare Consulting

Mark III has worked in the Healthcare industry since 1986. These years of experience have allowed us to understand what works and what does not work in public sector health care administration.



Enrollment Services & Online Platform

Clients who choose Mark III as their Section 125 Plan broker are provided enrollment services free of charge. Guidance is provided by our salaried enrollment counselors. We also provide a call center & online enrollment/benefits administration.



Benefit Communications

We feel the more knowledge the employee has about their benefits and how easy that information is to understand, the better choice that employee will be able to make about which plans are right for them. We provide product videos, benefits websites, booklets, and more!

Why Mark III?

Guaranteed Insurability



- ✓ Disability
- ✓ Accident
- ✓ Term Life

- ✓ Whole Life
- ✓ Cancer
- ✓ Critical Illness

- ✓ Hospital Indemnity



Mark III
Employee Benefits

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Why Mark III?

Customer Service

You receive one-on-one attention with:

- ✓ A day-to-day dedicated account manager, which you may call or email at anytime
- ✓ A local dedicated field account manager
- ✓ Dedicated Benefit Consultant, Kenny West



Mark III
Employee Benefits

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Why Mark III?

Enrollment Services

On-site, online, a phone call away, year round

- ✓ Salaried Staff *(non-commission)*
- ✓ Educational Format
- ✓ Internet-based Solutions *(Self-Enroll Option with 24 hour access)*
- ✓ Group Presentations
- ✓ One-on-one Counseling
- ✓ Call Center *(employees can call in with questions, or to enroll)*



Mark III
Employee Benefits

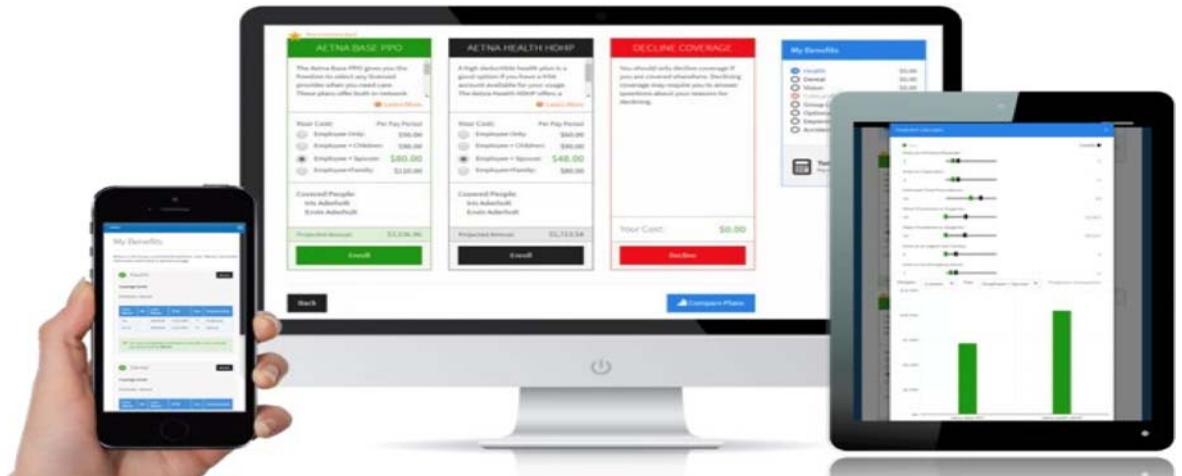
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Why Mark III?

Online Enrollment

Mark III uses a custom designed internet-based platform.

- ✓ Internet-based
- ✓ Secure System
- ✓ 24/7 Access
- ✓ User-friendly
- ✓ Benefit/Deduction Summary
- ✓ GI Benefits = Easy Admin
- ✓ New Hire Self-Enrollment



Mark III
Employee Benefits

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Why Mark III?

Employee Communications

Offering material to keep your employees informed including:

- ✓ Enrollment Services *(in-person, web, & call center)*
- ✓ Benefits Statement *(listing of deductions applied during enrollment)*
- ✓ Website *(view all benefits, download forms, view booklet, & contact info)*
- ✓ Benefits Booklet *(summaries & rate handbook)*
- ✓ Posters *(dates and enrollment/benefits info)*
- ✓ Employee Enrollment Letters
- ✓ Product Videos *(educational videos customized per product)*



Mark III
Employee Benefits

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Why Mark III?

Benefits Websites

Customized Benefits Microsites to Guide your Employees



- ✓ Benefits Guide
- ✓ Product Videos
- ✓ Policy Certificates
- ✓ Plan Forms
- ✓ Contact Info
- ✓ Enrollment Info



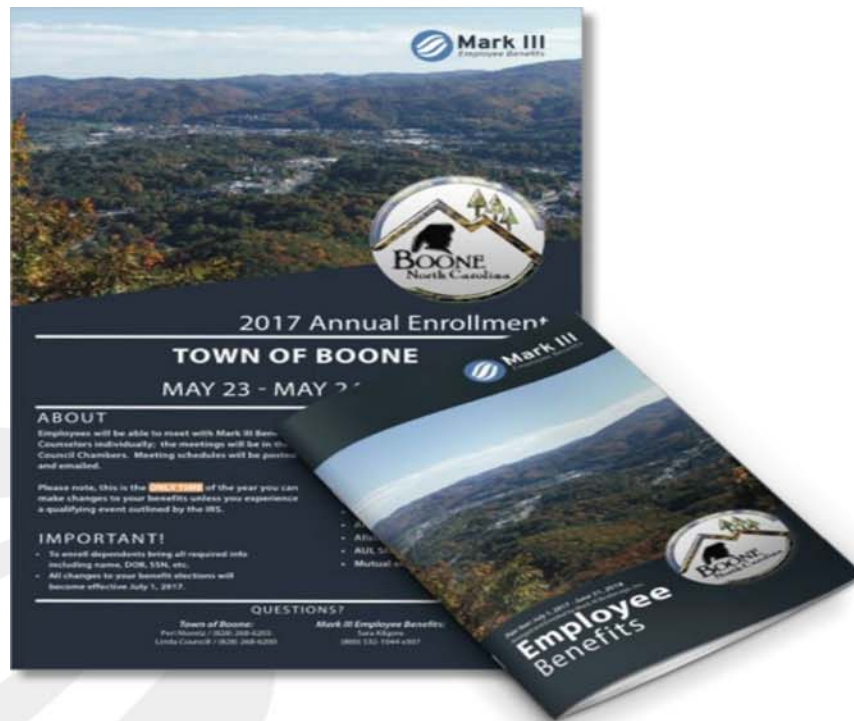
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Employee Benefits

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Why Mark III?

Employee Materials

Customized Benefit Plan Booklets & Enrollment Posters



Mark III
Employee Benefits

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Why Mark III?

Custom HR/Promotion Videos

Our media department makes custom-made videos available to our clients



- ✓ New Hire
- ✓ Employee Benefits
- ✓ Instructions
- ✓ Wellness
- ✓ Promotional
- ✓ Safety

Learn more at watch at markiiimedia.com/our-work



Mark III
Employee Benefits

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Why Mark III?

The Mark III Difference

Products

- ✓ **GUARANTEED INSURABILITY** – You and every GEM Management LLC employee can obtain coverage regardless of health history!
- ✓ **TRUE BROKER** – We work for YOU not any one insurance company. We make insurance companies compete for your business and we can design custom plans. Review the new plan ideas presented.
- ✓ **LEVERAGE** – Due to our volume of business, we will leverage the best deal from competing companies in every benefit category.

Enrollment

- ✓ **NON-COMMISSIONED TEAM** – Unlike our competitors Mark III offers non-commissioned representatives therefore educating you and your employees versus them having an incentive to make a sale.
- ✓ **INTERNET-BASED ENROLLMENT** – Changes & elections can be made online at the employee's convenience.

Why Mark III?

The Mark III Difference

Communications

- ✓ **VIDEOS** – Mark III has a media department which will create videos for every product offer as well as created customized videos you may need (HR, budget, etc.)
- ✓ **BOOKLETS, POSTERS, & WEBSITES** – We offer a variety of information sources employees can stay informed on enrollment dates and benefit offerings & advantages.

Administration

- ✓ **CUSTOMER SERVICE** – Your dedicated account manager, as well as your local field account manager.

ELECTRONIC MEETING



Thank You!



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Tyler Morrow

Department: Development Asst Dept

Date Submitted: 3/20/20

Presenter: Daniel Heyman, Senior Planner

Date of Council Meeting to consider this item: 4/2/20

Nature of Item: Council Action

Summary of Information/Request:

Item # 06

The City is in receipt of a Conditional Rezoning application from William Pace of Pace Brothers Construction for the development of a commercial structure on a 3.06-acre lot. The subject property is identified as parcel number 9578-24-8681 and contains 1 commercial structure. The applicant is requesting to rezone the subject property from C-2 CZD, Secondary Business Conditional Zoning District and R-15 Medium Density Residential to C-2 CZD, Secondary Business Conditional Zoning District.

The applicant is requesting that the following uses be permitted.

- Business services
- Construction trades facilities
- Personal services
- Public and semi-public buildings
- Recreational facilities, indoor
- Religious institutions
- Repair services, miscellaneous
- Residential dwellings, single-family
- Residential dwellings, two-family
- Wholesale businesses
- Light manufacturing

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

Suggested Motion:

Suggested motions are on page 4.

Attachments:

Existing land use map, existing zoning map, future land use map, site plan.

M E M O R A N D U M

TO: Honorable Mayor and City Council

FROM: Development Assistance Department

RE: E Central St Rezoning

FILE #: P20-10-CZD

DATE: April 2nd, 2020

P R O J E C T D E S C R I P T I O N

The City is in receipt of a Conditional Rezoning application from William Pace of Pace Brothers Construction for the development of a commercial structure on a 3.06-acre lot. The subject property is identified as parcel number 9578-24-8681 and contains 1 commercial structure. The applicant is requesting to rezone the subject property from C-2 CZD, Secondary Business Conditional Zoning District and R-15 Medium Density Residential to C-2 CZD, Secondary Business Conditional Zoning District.

The applicant is requesting that the following uses be permitted.

- Business services
- Construction trades facilities
- Personal services
- Public and semi-public buildings
- Recreational facilities, indoor
- Religious institutions
- Repair services, miscellaneous
- Residential dwellings, single-family
- Residential dwellings, two-family
- Wholesale businesses
- Light manufacturing

E X I S T I N G L A N D U S E & Z O N I N G

The subject property is currently zoned C-2 CZD, Secondary Business Conditional Zoning District and R-15 Medium Density Residential and contains 1 commercial structure.

Parcels to the north, east and west are zoned R-15 and include residential dwellings and a religious institution. Parcels to the south are zoned C-3 Highway Business and R-15 and include commercial uses as well as the Henderson County Board of Elections. Parcels to the south west are zoned PCD-SU, Planned Commercial Development Special Use and I-1 Industrial and include mini-warehouses. Surrounding land uses and zoning districts are shown on the “Existing Land Use Map” and “Zoning Map” on page 9 and 10 respectively.

COMPREHENSIVE PLAN CONSISTENCY

The subject property is classified as High Intensity Neighborhood on the 2030 Comprehensive Plan's Future Land Use Map. The goal of the High Intensity Neighborhood classification is to "Encourage low-maintenance, high density housing that supports Neighborhood and Regional Activity Centers and downtown and provides a transition between commercial and single-family development. Promote walkable neighborhood design that creates attractive and functional roadway corridors and multi-family residential neighborhoods."

The recommended primary and secondary land use in High intensity Neighborhood are as follows:

Recommended Primary Land Uses:

- Single-family attached and multi-family residential
- Planned Residential Developments
- Open space

Recommended Secondary Land Uses:

- Public and institutional uses
- Offices and retail along thoroughfares
- Recreational amenities

The 2030 Comprehensive Plan's Future Land Use Map designates all adjacent parcels as High Intensity Neighborhood. Some parcels located to the south west of the project are classified as Neighborhood activity center.

The 2030 Comprehensive Plan's Future Land Use Map is located on page 11.

PLAN REVIEW

Buildings

The site currently contains a 10,000 square foot commercial structure. The applicant is proposing to construct a new commercial structure similar in size and appearance to the existing structure.

Landscaping

The site plan shows a fence and landscape buffer on property lines that abut residential uses.

Entrance

The site will be serviced off E. Central Street through a shared drive with 137 E. Central Street.

NEIGHBORHOOD COMPATIBILITY

A neighborhood compatibility meeting concerning the application was held on February 27th, 2020. Notice was provided by U.S. mail to the owners of record of all property situated within 400 feet of the subject property as required by the Zoning Ordinance.

Two people representing the public attended the meeting. They had questions concerning the extending of E. Central Street and sewer connections. A copy of the neighborhood compatibility report accompanies this memorandum on page 7.

PLANNING BOARD

The Planning Board took this matter up at its regular meeting on March 9th, 2020. The Planning Board voted unanimously to recommend City Council adopt an ordinance amending the official zoning map of the City of Hendersonville. Changing the zoning designation of the subject parcel from C-2 CZD, Secondary Business Conditional Zoning District and R-15 Medium Density Residential to C-2 CZD, Secondary Business Conditional Zoning District based on the site plan submitted and subject to the limitations and conditions stipulated on the published list of uses and conditions, finding that the rezoning is consistent with the Comprehensive Plan, and that the rezoning is reasonable and in the public interest.

ZONING ORDINANCE GUIDELINES

Per Section 11-4 of the City's Zoning Ordinance, the following factors shall be considered prior to adopting or disapproving an amendment to the City's Official Zoning Map:

1. **Comprehensive Plan consistency.** Consistency with the Comprehensive Plan and amendments thereto.
2. **Compatibility with surrounding uses.** Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject property.
3. **Changed conditions.** Whether and the extent to which there are changed conditions, trends or facts that require an amendment.
4. **Public interest.** Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern that benefits the surrounding neighborhood, is in the public interest and promotes public health, safety and general welfare.

5. **Public facilities.** Whether and the extent to which adequate public facilities and services such as water supply, wastewater treatment, fire and police protection and transportation are available to support the proposed amendment.
6. **Effect on natural environment.** Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment including but not limited to water, air, noise, storm water management, streams, vegetation, wetlands, and wildlife.

SUGGESTED MOTIONS

I move the City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject property from C-2 CZD, Secondary Business Conditional Zoning District and R-15 Medium Density Residential to C-2 CZD, Secondary Business Conditional Zoning District, based on the site plan submitted by the applicant and subject to the limitations and conditions stipulated on the Published List of Uses and Conditions, finding that the rezoning is consistent with the Comprehensive Plan's Future Land Use map, and that the rezoning is reasonable and in the public interest for the following reasons:

[PLEASE STATE YOUR REASONS]

For Recommending Denial:

I move the City Council not adopt an ordinance rezoning the subject property for the following reasons:

[PLEASE STATE YOUR REASONS]

IN RE: E Central St Rezoning (File # P20-10-CZD)

List of Uses & Conditions

I. Stipulated Uses:

Only the following uses are authorized for the referenced development:

- Business services
- Construction trades facilities
- Light manufacturing
- Personal services
- Public and semi-public buildings
- Recreational facilities, indoor
- Religious institutions
- Repair services, miscellaneous
- Residential dwellings, single-family
- Residential dwellings, two-family
- Wholesale businesses

II. Conditions:

(1) Shall Be Attached to the Conditional Rezoning and Satisfied Prior to Issuance of Final Site Plan Approval:

(2) Shall Be Attached to the Conditional Rezoning:

Final plans for the project shall comply with approved plans, the conditions agreed to on the record of this proceeding and applicable provisions of the Hendersonville Zoning Ordinance and Code of Ordinances.

Pace Brothers Constructions Company Inc.

Signature: _____

Printed Name: _____

Date: _____

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

IN RE: E Central St Rezoning
(File # P20-10-CZD)

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

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 9578-24-8681 from C-2 CZD, Secondary Business Conditional Zoning District and R-15 Medium Density Residential to C-2 CZD, Secondary Business Conditional Zoning District.

2. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted this 2nd, day of April 2020.

Barbara Volk, Mayor

ATTEST:

Tammie K. Drake, CMC, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

Planning Report
Neighborhood Compatibility Meeting
Application for a Conditional Zoning District
Pace/ E. Central File # P20-10-CZD
Thursday, February 27th, 2020 2:00 p.m.

Daniel Heyman, Planner, convened the compatibility meeting at 2:00 pm in the Assembly Room of the City Operations Center. Two members of the public, one application representative and three City staff were in attendance. The following signed in:

Name	Address	Name	Address
Billy Pace (app)	137 E. Central St.	Susan Frady	staff
William McClure	613 Substation St.	Daniel Heyman	staff
Larry Rogers	PEP	Tyler Morrow	staff

Mr. Heyman opened the meeting explaining this is the first step in a three-step process. He explained the conditional rezoning process adding anyone who received notice of this meeting would receive notice of the City Council and Planning Board Public Hearing. Minutes of this meeting will be forwarded to Planning Board and City Council. Mr. Heyman said the project will go before the Planning Board March 9th and City Council will hear the project April 2nd. Mr. Heyman stated this meeting is for the neighbors to learn about the project and they should focus on the compatibility of the project in the neighborhood. The property is currently zoned C-3 CZD, Highway Business Conditional Zoning District and R-15 Medium Density Residential, and the applicant is requesting to be rezoned to C-2 CZD, Secondary Business Conditional Zoning District to construct a 10,000 square foot commercial structure. The following uses would be permitted in the proposed commercial building: Business services, Construction trades facilities, Personal services, Public and semi-public buildings, Recreational facilities, indoor, Religious institutions, Repair services, miscellaneous, Residential dwellings, single-family, Residential dwellings, two-family, Wholesale businesses, Light manufacturing. Mr. Heyman opened the floor to William Pace.

William Pace, applicant, stated that William McClure had voiced a concern over the extension of E. Central Street beyond 137 E. Central Street prior to the meeting and that he wanted to address it. He stated that Mr. McClure was concerned that the road would be constructed and connected to Substation Street. Mr. Pace stated that he has no interest in developing the road past his property. He stated that the road acts as a buffer between his property and the neighbors. He stated that he had the needed ingress and egress from his property and would not develop E. Central Street beyond his proposed commercial structure.

William McClure 613 Substation Street asked if Mr. Pace was the one who constructed the fence.

Mr. Pace stated yes, and he will continue it along the property for the new proposed building.

Mr. McClure stated that his only concern is that the remainder of E. Central remain closed.

Mr. Pace stated that his surveyor showed that E. Central Street only extended about 50 feet past the proposed property. He has no interest in extending the street or building it.

Mr. McClure stated that he noticed the building would have a septic tank and asked why they would not have city sewer.

Mr. Pace stated that sewer systems are hard to come by and that he was not going to be annexed during this project.

Mr. Pace told Mr. McClure that if he had any other concerns to call him.

Susan Frady asked if Larry Rogers had any questions.

Larry Rogers stated no.

Mr. Heyman stated this concludes the meeting. He stated the next step for this project is the Planning Board and everyone that got noticed will be noticed of the Planning Board meeting as well.

With no further comments or questions, Mr. Heyman closed the meeting at 2:08.

ELECTRONIC MEETING



City of Hendersonville
February 2020

E. Central St. Rezoning

P20-10-CZD

Existing Land Use

Development Assistance Department

Vacant

Barker Heights
Baptist Church



Pin: 9578-24-8681
Approximately 3.06 Acres

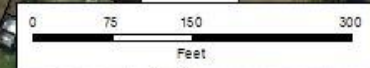
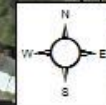
Residential

Wunderlich
America

Target
Shotguns

Henderson County
Board of Elections

-  Subject Property
-  Hendersonville City Limits



ELECTRONIC MEETING



City of Hendersonville
February 2020

E. Central St. Rezoning

P20-10-CZD

Existing Zoning

Development Assistance Department

R-15

R-15

R-15

Pin: 9578-24-8681
Approximately 3.06 Acres

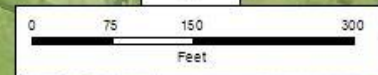
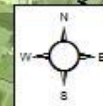
C-2 CZD

C-3

FAIRVIEW AVE

LYLY AVE

-  Subject Property
- Hendersonville Zoning**
-  CZD Conditional Zoning Districts
-  R-15 Medium Density Residential
-  C-3 Highway Business
-  C-2 Secondary Business
-  PCD-SU Planned Commercial Development Special Use
-  I-1 Industrial
-  PMD Planned Manufacturing Development
-  Hendersonville City Limits



ELECTRONIC MEETING



City of Hendersonville
February 2020

E. Central St. Rezoning

P20-10-CZD





Future Land Use

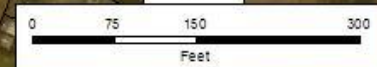
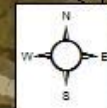
Development Assistance Department

High Intensity Neighborhood

Pin: 9578-24-8681
Approximately 3.06 Acres

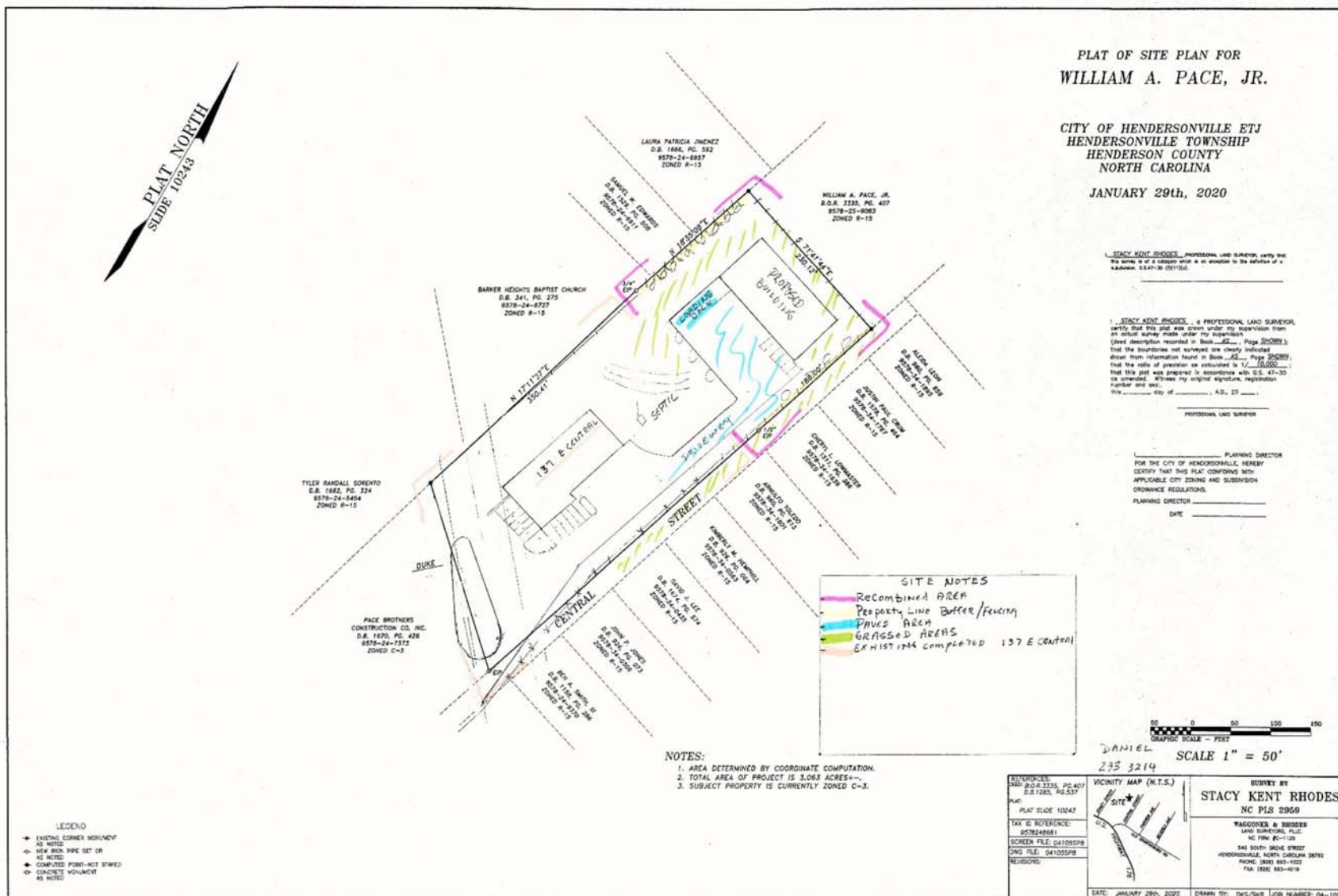
High Intensity Neighborhood

-  Subject Property
-  Hendersonville City Limits
- Comprehensive Plan - Future Landuse**
-  Neighborhood Activity Center
-  High Intensity Neighborhood



ELECTRONIC MEETING

CONVINCING
AND
ARTICULATE
PAGE 12





CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Daniel Heyman

Department: Development Asst Dept

Date Submitted: 03-19-2020

Presenter: Daniel Heyman, Senior Planner

Date of Council Meeting to consider this item: 04-02-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 07

The City is in receipt of a Conditional Rezoning application from Stephen Drake of Broadcast Construction & Development, Inc for the development of 78 senior multi-family residential units on approximately 4.64 acres. The project is located on Chimney Rock Road, Parcel numbers 9670-70-6498, 9670-70-8607, 9670-70-8864. The applicant is requesting to rezone the subject property from HMU, Highway Mixed Use to PRD CZD, Planned Residential Development Conditional Zoning District.

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

Suggested Motion:

Suggested Motions are on page 5

Attachments:

Site plan
Existing land use map, existing zoning map, future land use map

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Development Assistance Department

RE: White Pine Villas

FILE #: P20-7-CZD

DATE: April 2nd, 2020

PROJECT DESCRIPTION

The City is in receipt of a Conditional Rezoning application from Stephen Drake of Broadcraft Construction & Development, Inc for the development of 78 senior multi-family residential units on approximately 4.64 acres. The project is located on Chimney Rock Road, Parcel numbers 9670-70-6498, 9670-70-8607, 9670-70-8864. The applicant is requesting to rezone the subject property from HMU, Highway Mixed Use to PRD CZD, Planned Residential Development Conditional Zoning District.

This application is a conditional rezoning review. The preliminary site plan is subject to recommendation by the Planning Board and approval by City Council.

EXISTING LAND USE & ZONING

The subject property is zoned HMU and contains two residential structures.

Parcels to the north, south, east and west are zoned HMU, Highway Mixed Use and contain commercial, residential and religious uses. The parcel located to the south east is zoned PRD and include Ballantyne Commons. Surrounding land uses and zoning districts are shown on the "Existing Land Use Map" and "Zoning Map" on page 11 and 12 respectively.

COMPREHENSIVE PLAN CONSISTENCY

The subject property is classified as Neighborhood Activity Center on the 2030 Comprehensive Plan's Future Land Use Map. The goal of the Neighborhood Activity Center classification is to "Concentrate retail in dense, walkable, mixed-use nodes located at major intersections in order to promote a sense of community and a range of services that enhance the value of Hendersonville's neighborhoods"

The primary and secondary recommended land uses are as follows:

Primary recommended land use:

- Neighborhood retail sales and services

Secondary recommended land use:

- Offices
- Multi-family residential
- Live-work units
- Public and institutional uses
- Pedestrian amenities (plazas, outdoor seating, etc.)
- Mixed uses

The 2030 Comprehensive Plan's Future Land Use Map designates Parcels located to the west and south of the subject property as Neighborhood activity center. The parcels to the north of the subject property are classified as Business Center. The parcels to the east of the subject property are classified as Medium Intensity Neighborhood.

The 2030 Comprehensive Plan's Future Land Use Map is located on page 13.

PLAN REVIEW

Buildings

The site plan shows a three-story multi-family development totaling approximately 31,900 square feet.

Density

The site plan show 78 proposed units on a 4.64 acre tract for a total density of 16.8 units per acre. Proposed PRDs with a density over 10 units per acre must meet the following requirements:

a) The property on which the development is proposed to be situated shall be located in close proximity to a thoroughfare designated as such in the Comprehensive Transportation Plan;

Chimney Rock Rd is designated as a thoroughfare in the Comprehensive Transportation Plan.

b) Vehicular access for such development shall be limited to one or more boulevards or thoroughfares designated as such in the Comprehensive Transportation Plan

Vehicular access is limited to Chimney Rock Rd.

c) The carrying capacity of the roadway shall be adequate to handle increased traffic associated with the development without reducing the level of service of such roadway;

It appears that the carrying capacity of Chimney Rock Rd and nearby intersections is adequate to handle the increased traffic associated with the proposed development. According to the ITE Trip Generation Manual, the development is expected to generate between 2 and 29 trips during the am peak hour, and between 2 and 20 trips during the pm peak hour.

d) The development is proposed to be located within reasonable walking distance of places of employment and/or shopping facilities and shall provide pedestrian amenities in order to foster pedestrian access to such facilities;

There are existing sidewalks on Chimney Rock Rd. This requirement was satisfied the Brittany Place development by constructing sidewalks to the nearby Ingles grocery store at the corner of Howard Gap Road. This proposed development will have similar access to the same.

e) The development shall provide common open space sufficient for the needs of its residents, which shall not be less than the greater of the common open space required by Section 6-16-2, below, or 1% of the land area of the development for each dwelling unit per acre proposed. Any density authorized by City Council pursuant to this section shall not exceed 18 dwelling units per acre.

Section 6-16-2 requires 500 square feet of common open space per dwelling unit or 10 percent of the total site. Alternatively, this section requires 16.8 percent based on the density per acre. The greater of these three numbers is 500 square feet per dwelling unit for a total of 39,000 square feet which the site plan provides.

Parking

The subject property is within the Entry Corridor Overlay District which allows a 20 percent reduction in parking. 117 spaces are required based on the number of units. A 20 percent reduction results in 94 spaces required. The site plan shows 95 proposed parking spaces including 8 handicap accessible spaces.

Landscaping

Landscaping is provided for vehicular use areas, as well as additional trees along the internal streets and around the common amenities.

1 tree is provided for every 25 linear feet of property line that abuts a public street.

Stormwater/Flood Hazard Area

The applicant will be providing stormwater management plans to the Engineering Department as part of the final site plan submittal requirements.

NEIGHBORHOOD COMPATIBILITY

A neighborhood compatibility meeting concerning the application was held on February 18th, 2020. Notice was provided by U.S. mail to the owners of record of all property situated within 400 feet of the subject property as required by the Zoning Ordinance.

Four people representing the public attended the meeting. Attendees asked questions regarding the price of the units, services provided, operations, and existing vegetation. A copy of the neighborhood compatibility report accompanies this memorandum on page 8.

PLANNING BOARD

The Planning Board took this matter up at its regular meeting on March 9th, 2020. The Planning Board voted unanimously to recommend City Council adopt an ordinance amending the official zoning map of the City of Hendersonville. Changing the zoning designation of the subject parcel from HMU, Highway Mixed Use to PRD CZD, Planned Residential Development Conditional Zoning District based on the site plan submitted and subject to the limitations and conditions stipulated on the published list of uses and conditions, finding that the rezoning is consistent with the Comprehensive Plan, and that the rezoning is reasonable and in the public interest.

ZONING ORDINANCE GUIDELINES

Per Section 11-4 of the City's Zoning Ordinance, the following factors shall be considered prior to adopting or disapproving an amendment to the City's Official Zoning Map:

1. **Comprehensive Plan consistency.** Consistency with the Comprehensive Plan and amendments thereto.
2. **Compatibility with surrounding uses.** Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject property.
3. **Changed conditions.** Whether and the extent to which there are changed conditions, trends or facts that require an amendment.
4. **Public interest.** Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern that benefits the surrounding neighborhood, is in the public interest and promotes public health, safety and general welfare.

5. **Public facilities.** Whether and the extent to which adequate public facilities and services such as water supply, wastewater treatment, fire and police protection and transportation are available to support the proposed amendment.
6. **Effect on natural environment.** Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment including but not limited to water, air, noise, storm water management, streams, vegetation, wetlands, and wildlife.

SUGGESTED MOTIONS

I move the City Council adopt an ordinance amending the official zoning map of the City of Hendersonville changing the zoning designation of the subject property from HMU, Highway Mixed Use to PRDCZD, Planned Residential Development Conditional Zoning District, based on the site plan submitted by the applicant and subject to the limitations and conditions stipulated on the Published List of Uses and Conditions, finding that the rezoning is consistent with the Comprehensive Plan's Future Land Use map, and that the rezoning is reasonable and in the public interest for the following reasons:

[PLEASE STATE YOUR REASONS]

For Recommending Denial:

I move the City Council not adopt an ordinance rezoning the subject property for the following reasons:

[PLEASE STATE YOUR REASONS]

IN RE: White Pine Villas (File # P20-7-CZD)

List of Uses & Conditions

I. Stipulated Uses:

Only the following uses are authorized for the referenced development:

Residential dwellings multi-family

II. Conditions:

- (1) Shall Be Attached to the Conditional Rezoning and Satisfied Prior to Issuance of Final Site Plan Approval:**

Complete Petition for Annexation submitted to the City of Hendersonville.

- (2) Shall Be Attached to the Conditional Rezoning:**

Final plans for the project shall comply with approved plans, the conditions agreed to on the record of this proceeding and applicable provisions of the Hendersonville Zoning Ordinance and Code of Ordinances.

Broadcraft Construction & Development, Inc.

Signature: _____

Printed Name: _____

Date: _____

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

IN RE: White Pine Villas
(File # P20-7-CZD)

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

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:

Parcels 9670-70-6498, 9670-70-8607, 9670-70-8864 from HMU, Highway Mixed Use to PRD CZD, Planned Residential Development Conditional Zoning District

2. This ordinance shall be in full force and effect from and after the date of its adoption.

Adopted this 2nd, day of April 2020.

Barbara Volk, Mayor

ATTEST:

Tammie K. Drake, CMC, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

Planning Report
Neighborhood Compatibility Meeting
Application for a Conditional Zoning District
West Avenue Villas File # P20-7-CZD
Tuesday, February 18, 2020 2:00 p.m.

Daniel Heyman, Planner, convened the compatibility meeting at 2:00 pm in the Assembly Room of the City Operations Center. Approximately four members of the public, one application representative, two City staff, and one media representative were in attendance. The follow signed in:

Name	Address	Name	Address
Stephen Drake (app)	Mills River	Ken Fitch	1046 Patton St
Andrew Mundhenk	Times News	Daniel Heyman	staff
David Justus	20 Grassy Hills	Tyler Morrow	staff
Alex Nelon	109 St Mary's Dr		

Mr. Heyman opened the meeting explaining this is the first step in a three-step process. He explained the conditional rezoning process adding anyone who received notice of this meeting would receive notice of the City Council Public Hearing. Minutes of this meeting will be forwarded to Planning Board and City Council. Mr. Heyman said the project will go before the Planning Board March 9 and City Council will hear the project potentially April 2. Mr. Heyman stated this meeting is for the neighbors to learn about the project and they should focus on the compatibility of the project in the neighborhood. The property is currently zoned CMU Highway Mixed Use. The proposal is for a 78-unit independent senior living facility. This is an informal meeting, but everyone should speak one at a time because minutes are being taken.

Stephen Drake explained they are seeking approval for this development because there is a demand for affordable senior housing around here. He lives nearby in Mills River. To his knowledge, the last affordable senior housing in the immediate area that was approved was Oakhaven 8 years ago. White Pine Villas would be 78 units for 55 and up, though their average age is about 70. This is for seniors who have financial constraints or are on fixed incomes like social security. They are seeking tax credits to be able to offer rents between 30 and 80 percent of the average county income. Rents would range from 350 to 750 depending on income. There are 36 one-bedroom and 42 two-bedroom units.

Ken Fitch asked what was on the property now.

Mr. Drake said there are two mobile homes. The property owner has expressed interest in moving them so they will work with them to accomplish that before sitework begins.

Mr. Fitch asked about the existing landscaping and a tree survey.

Mr. Drake said they will try to create tree save areas at the boundaries. They have to clear for the building and parking. They will be providing landscaping for the parking lot and along the street frontage. They are working on a tree survey.

Mr. Fitch asked about grading proposed and the height of the building.

Mr. Drake said it would need to be altered some but they are not sure yet. It is a relatively flat parcel. The building will be about 40 ft tall.

Mr. Fitch asked if Mr. Drake had done any projects in the County.

Mr. Drake said Gastonia is the closest, they are finishing one there.

Mr. Fitch asked what is meant by independent senior living.

Mr. Drake said no nursing or medical services will be provided on site unless they are privately contracted.

Mr. Fitch asked about deliveries and garbage service.

Mr. Drake said deliveries would just pull into the area in the front. There is an internal mail center where each resident can access their mailbox without going outside. Larger deliveries would go through the front door. A dumpster will be provided for garbage.

Alex Nelson asked about resident security.

Mr. Drake said they use a key fob system to enter the common area. There would also be a camera system in all common areas. There would be pull strings in the units for emergencies.

Mr. Fitch asked about 24-hour staff.

Mr. Drake said no, staff would be present 9-5. Someone would have to call 911 after hours.

Mr. Nelson mentioned that the Sheriff is on the "Ring network" with doorbell cameras. Could be something for Mr. Drake to investigate. He also mentioned that traffic may need to be looked at on Chimney Rock Rd.

Mr. Drake said seniors are uniquely able to avoid traffic usually because they typically have more flexible schedules. They also have a lot of services nearby like Ingles and the pharmacy, the church next door, and the Blue Ridge Health Center across the street.

Mr. Nelson said people from Ballantyne often cut through the Ingles parking lot or u-turn where Chimney Rock Rd connects. He said that Mt. Pisgah church found a lot of spring heads when they build.

Mr. Drake said they would have to mitigate the spring heads if they found any, they have ran into that before on other sites. They use a civil engineer who is very thorough. He personally spends a lot of time examining things like stormwater and erosion plans because of issues like this.

Mr. Fitch asked how many staff would be present during the day.

Mr. Drake said usually two, one for management and one for maintenance. They may have to hire more but that is typically what works at other developments.

David Justus said he is not going to complain about the development because his kids will want to build right behind this one day and wouldn't want people to stop that. He knows development is coming.

With no further comments or questions, Mr. Heyman closed the meeting at 2:25 p.m.

ELECTRONIC MEETING



City of Hendersonville
February 2020

White Pine Villas

P20-7-CZD

Existing Land Use

Development Assistance Department

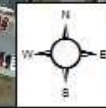
Mr. Pete's
Market

PINs: 9670-70-6498,
-8607, -8864
Approximately 4.64 Acres



Brookdale
Hendersonville East

Mt. Pisgah
Lutheran Church

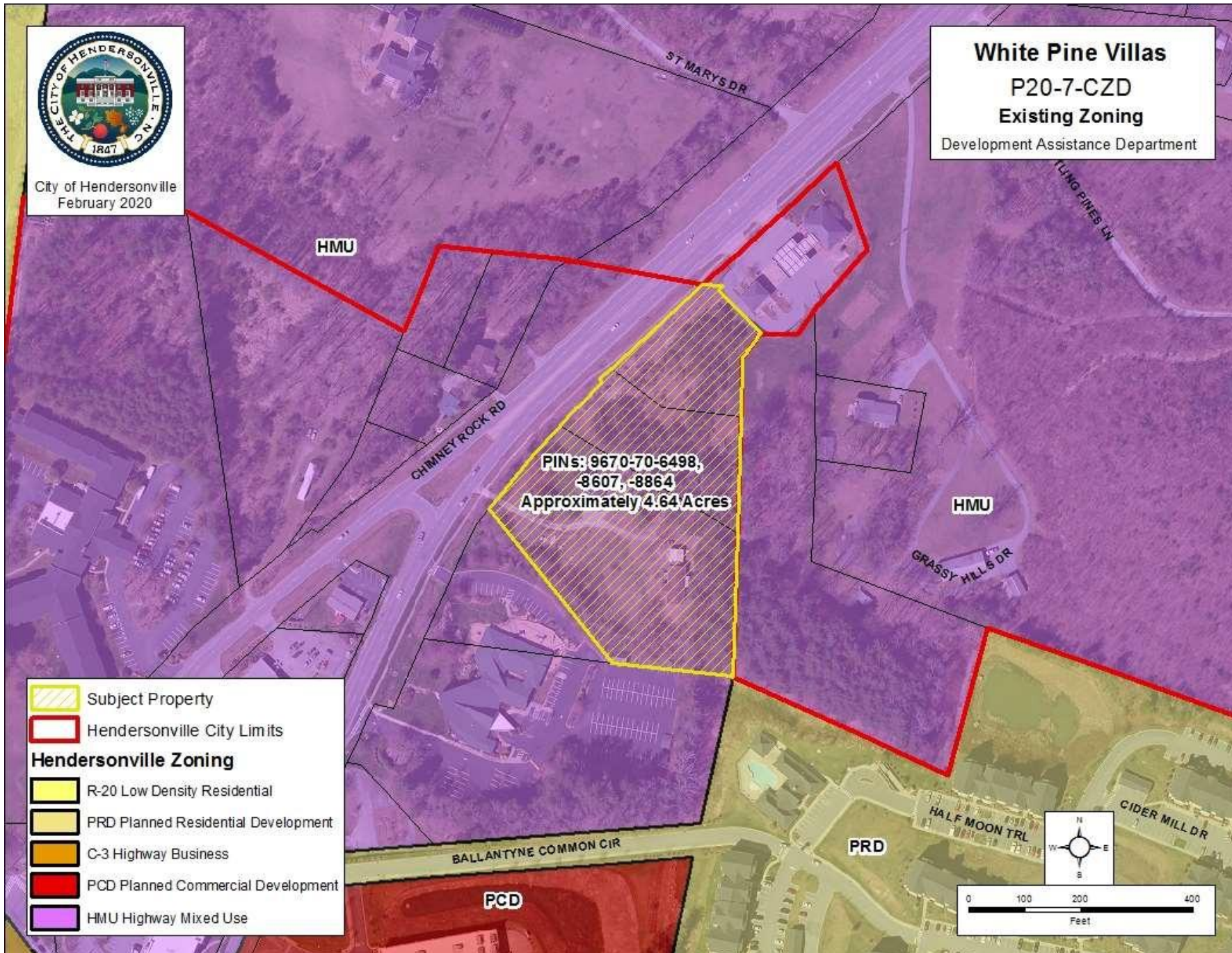
Ballantyne Commons



0 100 200 400
Feet

 Subject Property
 Hendersonville City Limits

ELECTRONIC MEETING



ELECTRONIC MEETING



City of Hendersonville
February 2020

White Pine Villas

P20-7-CZD

Future Land Use

Development Assistance Department

Business Center

Neighborhood Activity Center

PINs: 9670-70-6498,
-8607, -8864
Approximately 4.64 Acres

Medium Intensity Neighborhood

 Subject Property

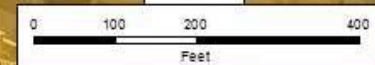
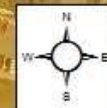
 Hendersonville City Limits

Comprehensive Plan - Future Landuse

 Business Center

 Neighborhood Activity Center

 Medium Intensity Neighborhood



CITY COUNCIL
WHITE PINE VILLAS
APRIL 2ND, 2020
PAGE 14





ELECTRONIC MEETING

CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Susan G. Frady

Department: Development Asst Dept

Date Submitted: 3-9-2020

Presenter: Susan G. Frady, Development Asst Director

Date of Council Meeting to consider this item: 4-2-2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 08

File #P20-08-ANX

The City of Hendersonville has received a petition from Mark Coleman for contiguous annexation of 0.15 acre located at 1412 Old Spartanburg Highway identified as tax parcel 9578-42-6478.

At your meeting on March 5, 2020, you accepted the Clerk's Certificate of Sufficiency and recommended a public hearing date for the April 2, 2020, City Council meeting.

At this public hearing, any person residing in or owning property in the area proposed for annexation and any resident of Hendersonville may appear and be heard on the questions of sufficiency of the petition and the desirability of the annexation. If City Council then finds and determines the area described in the petition meets all of the standards set out in G.S. 160A-31, Council may adopt an ordinance annexing the area described in the petition.

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

Suggested Motion:

I move City Council adopt an ordinance annexing the property included in the petition submitted by Marl Coleman. The effective date is April 2, 2020.

Attachments:

Ordinance
Map
Survey
Certificate of Sufficiency

Ordinance # _____

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF
HENDERSONVILLE, NORTH CAROLINA
AS A CONTIGUOUS ANNEXATION**

Adopted date: _____

Effective date: _____

Total Acreage: _____

Petitioner: _____

WHEREAS, the City Council of the City of Hendersonville, North Carolina, has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the City Council has by resolution directed the City Clerk to investigate the sufficiency of the petition; and

WHEREAS, the City Clerk has certified the sufficiency of the petition and a public hearing on the question of this annexation was held at Hendersonville, NC, at 5:45 p.m. on April 2, 2020, after due notice by publication on March, 22, 2020 and March 29, 2020; and

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

Section1. By virtue of the authority granted by G.S. 160A-31, the following described contiguous territory is hereby annexed and made part of City of Hendersonville as of April 2, 2020:

METES AND BOUNDS DESCRIPTION
3262/298
Recorded in the Henderson County, NC Register of Deeds

TRACT ONE: (PARCEL ID: 109619) 1412 Old Spartanburg Rd

BEGINNING at a stake on the East side of the Old Spartanburg Road, formerly A.D. Stanton's southwest corner and runs with Stanton's line North 56 degrees East 250 feet to a stake, the southwestern corner of the property described in that deed from Junia Lyda Floyd to Lillian B. Owen and others dated September 11, 1956 and recorded in Deed Book 358 at Page 69; thence with the southern line of the property described in Deed Book 358 at Page 69, South 39 degrees East 50 feet to a stake, thence South 56 degrees West 250 feet to a stake on the Old Spartanburg Road, thence with said road North 39 degrees West 50 feet to the point of **BEGINNING**, and being all of that property in a deed from P.F. Patton and wife to Junia Lyda Floyd dated October 29, 1940 and recorded in Deed Book 232 at Page 125, excluding therefrom that property conveyed to Lillian B. Owen and others by virtue of that Deed dated September 11, 1956 and recorded in Deed Book 358 at Page 69, Henderson County Registry.

TOGETHER WITH and SUBJECT TO easements, rights of way and all other such matters as further of record in the Henderson County Registry.

AND BEING the same property conveyed to James Allen Moffitt and wife, Elizabeth Moffitt by Deed recorded on September 16, 1982 in Deed Book 617 at Page 924 in the Henderson County Registry. Also being all of that property conveyed to Donald Lee Moffitt and wife, Martha B. Moffitt in Deed Book 950 at Page 280, Henderson County Registry.

Donald Lee Moffitt acquired sole title to the property by operation of law upon the passing of Martha B. Moffitt a/k/a Martha Ann Moffitt on September 24, 2012 in Henderson County, North Carolina.

Donald Lee Moffitt passed on January 15, 2018 in Henderson County, North Carolina and pursuant to the terms of his Last Will and Testament as the same has been probated in Henderson County Clerk of Court Estate File 18 E 239, the above described property was inherited by James Matthew Moffitt.

Section 2. Upon and after April 2, 2020, the above described territory and its citizens and property shall be subject of all debts, laws, ordinances and regulations in force in City of Hendersonville, North Carolina. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Hendersonville shall cause to be recorded in the office of the Register of Deeds of Henderson County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such a map shall be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Adopted this _____ day of _____, 2019.

Attest:

Barbara G. Volk, Mayor

Tammie K. Drake, City Clerk

Approved as to form:

Samuel H. Fritschner, City Attorney

STATE OF NORTH CAROLINA, COUNTY OF HENDERSON

I, Amy H. Knight, a Notary Public in Henderson County, State of North Carolina, do hereby certify that Barbara G. Volk in her capacity of Mayor of the City of Hendersonville; Tammie K. Drake, in her capacity of City Clerk; and Samuel H. Fritschner, in his capacity as City Attorney, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this _____ day of _____, 2019.

My commission expires: 09-23-2019



Amy H. Knight

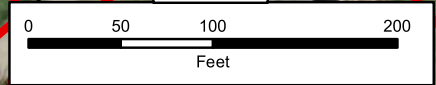


City of Hendersonville
March 2020

1412 Old Spartanburg Road
P20-8-ANX
Annexation Map
Development Assistance Department



-  Subject Property
-  Hendersonville City Limits

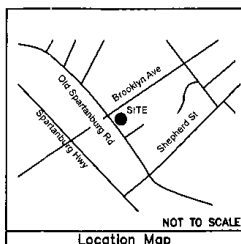


ELECTRONIC MEETING

LEGEND:

○	IRON PIN SET (1/2" NEMA)
●	IRON PIN FOUND
CP	CALCULATED POINT ONLY
CM	CONCRETE MONUMENT
—	POWER POLE
—	LIGHT POLE
—	WATER VALVE
—	GAS VALVE
—	WELL
—	FIRE HYDRANT
—	SANITARY SEWER MANHOLE
—	STORM SEWER MANHOLE
—	CATCH BASIN
—	CLEANOUT
—	CURB INLET
—	TRANSFORMER
—	OVERHEAD UTILITY
—	FENCE LINE
—	MEASURED
(N)	RECORD
O.R.	OFFICIAL RECORD BOOK
I.D.	IDENTIFICATION
P.B.	PLAT BOOK
Pg.	PAGE
Rd.	ROAD
Ln.	LANE
T.	TOWNSHIP
R.	RANGE
R/W	RIGHT-OF-WAY
N/F	NOW OR FORMERLY

LINE	BEARING	DISTANCE
L1	S 35°24'15" E	199.91'
L2	S 29°17'15" E	100.33'
L3	N 54°41'33" E	192.44'
L4	N 57°14'05" E	148.13'



NOTES

NOTE A: POSSIBLE 5.4' SHED ENCROACHMENT.

SURVEYOR WAS NOT PROVIDED WITH A LEGAL TITLE SEARCH. THERE MAY EXIST EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS PERTINENT TO THIS PROPERTY THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE THAT ARE NOT SHOWN ON THIS SURVEY.

SUBJECT PROPERTY CURRENTLY ZONED R-15 BY THE CITY OF HENDERSONVILLE
SETBACKS: FRONT- 30' REAR - 15' SIDE - 10'

N/F
Mark Coleman
PIN 9578-42-6584
DB 1056/633

N/F
Patricia Garcia
PIN 9578-42-8538
DB 747/407

N/F
Mark & Kimberly Coleman
PIN 9578-42-8540
DB 3276/325

Plat of Boundary Survey for
Markus Coleman
1412 Old Spartanburg Road
Hendersonville Township, Henderson County, NC

0.29± Acres
12459± Sq. Ft.

N/F
Mark & Kimberly Coleman
PIN 9578-42-7401
DB 3262/298

Not For Recordation

The original drawing and/or all copies of it are not transferable to any future owner(s) of the platted property and shall not be used or relied upon by future owner(s) and/or their representatives for any reason without written release by the professional surveyor.

This is to certify that the property shown on this plat was surveyed under my direct supervision. Property lines and improvements are located correctly and that no visible encroachments exist unless otherwise shown.



RLS: F. V. CLINKSCALES JR., P.E.
No. L2614 Firm No. C-1562



Not valid without the signature
and the original seal of a North Carolina
licensed land surveyor.

FREELAND - CLINKSCALES
& ASSOCIATES, INC. OF N.C.
ENGINEERS & LAND SURVEYORS
201 2nd AVE. EAST
HENDERSONVILLE, N.C. 28792
fcaolnc@outlook.com
(828) 697-6539
Fax (828)-697-4195
Firm No. C-1562

REF. PLAT CABINET	N/A
REF. DEED BOOK	3262/298
TAX MAP	9578-42-6478
PARTY CHIEF	FVC
DRAWN	CPE
DATE	02/04/2020
DWG. NO.	H40043

NAD '83

CERTIFICATE OF SUFFICENCY

**Re: Petition for Contiguous Annexation
 Mark Coleman
 File No. P20-08-ANX**

To the Honorable Mayor and members of the City Council of Hendersonville, North Carolina:

I, Tammie K. Drake, City Clerk, begin first duly sworn, hereby certify an investigation has been completed of the above referenced petition for the contiguous annexation of 0.15 acre identified as tax parcel 9578-42-6584.

A. According to the Development Assistance Department, the area described in the petition meets all of the standards set out in GS160A-58.1(b).

1. The petition follows the prescribed form.
2. The petition was signed by the owners of the subject property.
3. The subject property adjoins the existing city limits line.

Having made the findings stated above, I hereby certify the petition for satellite annexation presented by Mark Coleman is valid.

In witness whereof, I have here unto set my hand and affixed the seal of the City of Hendersonville, this 19 day of Feb., 2020.

Tammie K. Drake
Tammie K. Drake, MMC, City Clerk



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 3/25/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 4/2/2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 09

On March 5, 2020, the City Council unanimously approved moving forward with the construction of a parking deck at the corner of 5th Avenue and Church Street. The staff has taken the last several weeks to review all parking deck information and would recommend the following action:

1. Due to financial considerations and concern over the scale of the parking deck, staff recommends directing Walker Consultants and ADW architects to move forward with design development of a four-story parking deck.
2. Staff recommends delaying any demolition or construction activity until the City Council believes the local and national economy have stabilized to support moving forward with this project.
3. Staff recommends extending the property options until July 2, 2020.
4. Staff recommends moving forward with purchase the property on or after July 2, 2020.

It is our intention to secure interim financing for the purchase of the property until final financing is secured for the construction of the parking deck.

Budget Impact: \$ 1,900,000 **Is this expenditure approved in the current fiscal year budget?** N/A **If no, describe how it will be funded.**

We will obtain interim financing until final financing is secured for the construction of the parking deck.

Suggested Motion:

I move that the City Council resolve to move forward with design development of a four story parking deck, option extensions and property purchases as recommended. I further move that City Council delay the construction of the parking deck until the local and national economy has stabilized to support moving forward with this project. t

Attachments:

Resolutions extending purchase options

E L E C T R O N I C M E E T I N G

RESOLUTION # _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN OPTION CONTRACT WITH RESPECT TO CERTAIN REAL PROPERTY IN HENDERSON COUNTY

WHEREAS the City Council is considering purchasing certain real property between Wall and Church Streets on the South Side of Fifth Avenue, PINs 9568-78-5391 and 9568-78-5480, for the construction of a parking garage , and

WHEREAS the City and Frank B. Jackson have previously entered into an option agreement with respect to such a purchase, and

WHEREAS the City manager previously agreed on behalf of the City to enter into, and did enter into, an option agreement with Frank B. Jackson with respect to the property for a payment of \$10,000 to be applied to the eventual purchase price, and,

WHEREAS the City manager has provisionally agreed with Frank B. Jackson, the owner of the said real property that \$5,000.00 is a fair price for an extension of the said option agreement on the said property, to and including July 2, 2020, and

WHEREAS the City Council finds \$5,000.00 to be a fair and equitable price for the said option contract extension,

NOW, THEREFORE, BE IT RESOLVED that the city manager be and he is hereby authorized and directed to execute an option contract extension with the owner of the said tract for the sum of \$5,000.00 and with such additional terms as the city manager in consultation with the city attorney finds just and reasonable.

Adopted this second day of April 2020.

Barbara Volk
Mayor, City of Hendersonville

ATTEST:

Tammie K. Drake, CMC
City Clerk

E L E C T R O N I C M E E T I N G

RESOLUTION # _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN OPTION CONTRACT WITH RESPECT TO CERTAIN REAL PROPERTY IN HENDERSON COUNTY

WHEREAS the City Council is considering purchasing certain real property between Wall and Church Streets on the South Side of Fifth Avenue, PIN 9568-78-6365, for the construction of a parking garage , and

WHEREAS the City and TJF Enterprises LLC have previously entered into an option agreement with respect to such a purchase, and

WHEREAS the City manager previously agreed on behalf of the City to enter into, and did enter into, an option agreement with TJF Enterprises LLC with respect to the property for a payment of \$8,000 to be applied to the eventual purchase price, and,

WHEREAS the City manager has provisionally agreed with TJF Enterprises, LLC, the owner of the said real property that \$8,000.00 is a fair price for an extension of the said option agreement on the said property, to and including July 2, 2021, and

WHEREAS the City Council finds \$8,000.00 to be a fair and equitable price for the said option contract extension,

NOW, THEREFORE, BE IT RESOLVED that the city manager be and he is hereby authorized and directed to execute an option contract extension with the owner of the said tract for the sum of \$8,000.00 and with such additional terms as the city manager in consultation with the city attorney finds just and reasonable.

Adopted this second day of April 2020.

Barbara Volk
Mayor, City of Hendersonville

ATTEST:

Tammie K. Drake, CMC
City Clerk



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: John Connet

Department: Admin

Date Submitted: 3/25/2020

Presenter: John Connet

Date of Council Meeting to consider this item: 4/2/2020

Nature of Item: Discussion/Staff Direction

Summary of Information/Request:

Item # 10

I would like to formally propose that we establish a very structured two-hour workshop meeting the third week or fourth week of the month. The focus of the meeting would just be policy or administrative items. Here are the proposed ground rules:

1. The meeting would not last more than 2 hours.
2. If there was nothing to discuss, staff would ask the Mayor to cancel the meeting.
3. No formal votes would be taken.
4. The meeting would be held at the regularly scheduled time and location.

The City Council has the option to schedule this meeting in the evening hours or during the middle of the day. Please let me know what time and day would work best for you.

I would like for the City Council to discuss how we could establish these meetings. I am optimistic that things will get back to normal soon!

Budget Impact: \$ 0.00 **Is this expenditure approved in the current fiscal year budget?** N/A **If no, describe how it will be funded.**

Suggested Motion:

Attachments:

None



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Lee Smith

Department: Utilities

Date Submitted: March 25, 2020

Presenter: Lee Smith

Date of Council Meeting to consider this item: April 2, 2020

Nature of Item: Council Action

Summary of Information/Request:

Item # 11

Commitment to Reduce Sanitary Sewer Overflows (SSOs) Resolution

The City of Hendersonville is committed to reduce the frequency and volume of SSOs from its wastewater collection system. The City will continue to work towards the reduction of SSOs and will perform SSO reduction activities recommended by staff.

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

Suggested Motion:

I move the City Council to adopt the Commitment to Reduce Sanitary Sewer Overflows Resolution.

Attachments:

Commitment to Reduce Sanitary Sewer Overflows Resolution

ELECTRONIC MEETING

Resolution #__-____

RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL

- WHEREAS, North Carolina General Statutes 160A-12 Exercise of corporate power, provides: A power, function, right, privilege, or immunity that is conferred or imposed by charter or general law without directions or restrictions as to how it is to be exercised or performed shall be carried into execution as provided by ordinance or resolution of the city council.
- WHEREAS, The City of Hendersonville owns and operates a wastewater collection system and permitted 4.8 million gallon per day wastewater treatment facility.
- WHEREAS, Frequent and repetitive sanitary sewer overflows (SSOs) have occurred in portions of the City's wastewater collection system, which contribute to the pollution of surface waters.
- WHEREAS, SSOs can have a myriad of causes including but not limited to: pipe blockages, pipe breaks, inadequate treatment and/or conveyance capacity, power failures, excessive infiltration and inflow, and severe natural conditions.
- WHEREAS, The frequency and volume of SSOs generally can be reduced through improvements to the collection system and/or treatment facility to reduce infiltration and inflow and increase conveyance and treatment capacity.
- WHEREAS, The frequency and volume of SSOs generally can be reduced through application of sound and appropriate operations, infrastructure maintenance, proper planning practices, and management principles to wastewater collection systems and wastewater treatment facilities.
- WHEREAS, The City of Hendersonville City Council is committed to reducing the frequency and volume of SSOs from its wastewater collection system.

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HENDERSONVILLE:

1. The City of Hendersonville City Council hereby sets a goal to improve surface water quality through a reduction in the frequency and volume of SSOs; and
2. The City will continue to perform appropriate operations, infrastructure maintenance, proper planning practices, and management principles to its wastewater collection system and wastewater treatment facility; and
3. The City will continue to collaborate with the North Carolina Department of Environmental Quality to identify strategies and best practices for reducing SSOs; and
4. The City will perform the following SSO reduction activities recommended by staff for improvements to its wastewater collection system and/or treatment facility which, once completed, will be sufficient to adequately collect wastewater made tributary to the collection system.
 - a. Creation of an Infiltration and Inflow Reduction Task Force comprised of City staff which meets on a regular basis to plan and implement infiltration and inflow reduction activities. First meeting held on March 25, 2020.
 - b. On or before June 30, 2020, complete high priority sanitary sewer evaluation study activities as recommended in the Sewer Basin 5 Micromonitoring Study report.
 - c. On or before December 31, 2020, begin a Sewer Basin 6 Micromonitoring Study.
 - d. On or before April 1, 2021, complete the Wastewater Treatment Facility Master Plan, which includes but is not limited to: treatment process evaluation, equalization basin preliminary engineering evaluation, and capital improvement project prioritization/recommendation.
 - e. On or before June 30, 2021, complete construction of the Clear Creek Interceptor Replacement project as identified in the Sanitary Sewer Asset Inventory and Assessment Master Plan Report.

E L E C T R O N I C M E E T I N G

- f. On or before December 31, 2021, begin construction of the Mud Creek Interceptor Replacement project as identified in the Sanitary Sewer Asset Inventory and Assessment Master Plan Report.

Effective as of the date of adoption.

Adopted this the _____ day of _____ 20__, a [regular] [special] meeting of the Council, held at 160 6th Avenue East, Hendersonville, North Carolina.

Barbara G. Volk, Mayor

Attest:

Tammie K. Drake, City Clerk



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

Submitted By: Tammie Drake

Department: Admin

Date Submitted: 03.25.20

Presenter: Tammie Drake

Date of Council Meeting to consider this item: 04.02.20

Nature of Item: Council Action

Summary of Information/Request:

Item # 14

Board/Commission Announcements: It is the policy of the Council to receive applications at one meeting, make appointments at the next.

Animal Services Advisory Committee: This newly established nine-member committee is made up of 7 members from the general public, a veterinarian and a PD representative. Last month you appointed Caroline Gunther (3 years), Angela Prodrick (3 years), Sarah Hoffman (2 years), Jean Greeson (2 years) Constance Stewart (1 year). 2 vacant (1 year) and the veterinarian position remain open. Officer Andrew Gunning offered to represent the PD. You have applications from: Alexa Arnold, Barbara Burke, Sharon Hanson.

Environmental Sustainability Board: There is one vacant position for a City representative. There are no applications on file from City residents.

Walk of Fame Steering Committee: There is one vacant City position on the Steering Committee. There are no applications on file.

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

Suggested Motion:

I nominate ... to serve a one-year term on the Animal Services Advisory Committee.

Attachments: