

**February 24, 2017**  
**Special Meeting of the City Council (Retreat)**  
**Henderson County Chamber of Commerce**  
**8:00 a.m.**

**Present:** Mayor Barbara G. Volk, Mayor Pro Tem Steve Caraker and Council Members: Jeff Miller, Jerry Smith, and Ron Stephens

**Staff Present:** City Manager John F. Connet, City Clerk Tammie Drake, City Attorney Sam Fritschner, Assistant to the Manager Brian Pahle, Police Chief Herbert Blake, Engineering Director Brent Detwiler, Development Assistance Director Susan Frady, Human Resources Director Jennifer Harrell, Downtown Development Director Lew Holloway, Utilities Director Lee Smith, Fire Chief Joseph Vindigni, Finance Director Lisa White, Public Works Director Tom Wooten

**Facilitator:** Warren Miller

**Call to Order:** Mayor Volk called the meeting to order at 8:00 a.m. and welcomed those in attendance. A quorum was established with five members in attendance.

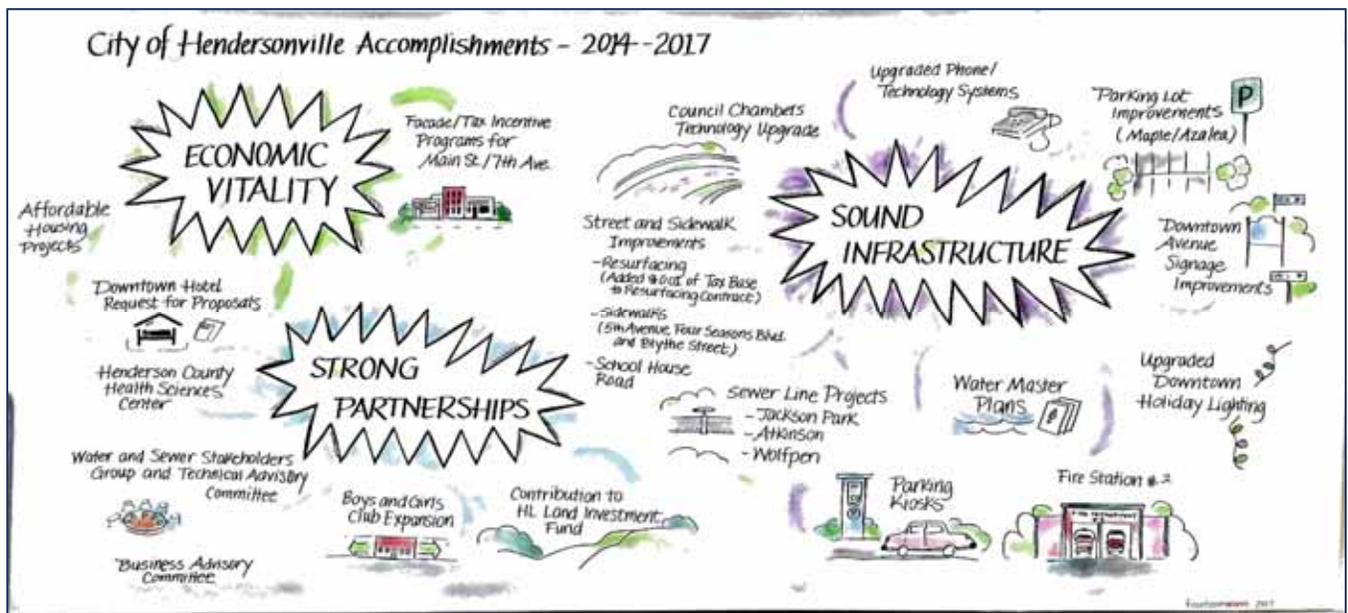
The purpose of the special meeting was to hold a Council/Staff retreat to develop a work plan for the coming year. The purpose of the retreat was to establish priorities for the City of Hendersonville – both near term priorities (1-2 years) and mid-term priorities (3-5 years) that will guide the budgeting process and staff priorities for the upcoming year.

This daylong session was professionally facilitated by Warren Miller of Fountainworks, Inc. He provided the opportunity for participants to interact in open conversation, to share and build on ideas. Comments were captured as conversation flowed and do not reflect any priority unless otherwise noted. The subsequent sections of the report summarize the workshop agenda and the participants' input.

**History:** Mr. Connet provided a history of accomplishments and asked the Council where they want to go in the next few years. He noted Hendersonville “plays” much bigger than our population indicates because of the amount of people coming into the City. He spoke about the level of service the City is providing with current staffing levels and noted animal calls and vehicle crashes have increased. The Council expressed a desire to see traffic counts. There was discussion about a smaller vehicle for the Fire Department instead of a fire truck for certain calls. Mr. Connet noted the study suggested increasing staff is a higher priority than vehicles. Mayor Volk commented she would like to see less calls going to voice mail. There was discussion of adding personnel to maintain a good perception from the community. The Council, by consensus, expressed satisfaction with the level of service being provided but are willing to take recommendations from staff.

**Accomplishments:** There was a review of all of the accomplishments and successes that the City of Hendersonville has achieved in the past four years, while maintaining services and facilities. Council members discussed and then added additional accomplishments to the list. The following the infographics below capture these accomplishments:





**Facilities, Parks & Infrastructure:** The session then moved to a discussion around the City Council’s priorities in the following three categories: Facilities, Parks and Infrastructure. After each group was introduced, the group was asked to confirm if they should all be on the list and whether they should be 1-2 year priorities or 3-5 year priorities. Council members also had the opportunity to add additional projects to the list. Below are the priorities confirmed by Council:

**Facilities**

**1-2 year priorities**

- Police station
- Public restroom
- Other buildings
- Begin to explore Fire Station 3
- Explore renovation options for Fire Station 1

**3-5 year priorities**

- Customer service renovations
- Parking (deck and surface lots) secure locations

**Parks**

**1-2 year priorities**

- Whitmire building
- Berkeley Mills Park Master Plan (parking, playground, restrooms), explore raising private funds
- Expanding parking lot at greenway

**3-5 year priorities**

- Greenways; other parks

**Infrastructure**

**1-2 year priorities**

- 7th Avenue (do in phases)
- Main Street Avenues (phase it in)
- URA
- Main to Grove (if hotel)
- Highway 64 (explore costs and feasibility)
- Streetscapes
- Water and Sewer

**3-5 year priorities**

- 7th to 4th

**Prioritization:** Council Members then ranked the “1-2 year” priority projects in each category. Hand held voting devices were used to assist with this task. Below is a summary of the ranking results:

**Facilities:**

Ranking Results	
Points	Item
17	Other Buildings
15	Public Restroom
13	Police Station

**Parks:**

Ranking Results	
Points	Item
19	Expand Parking Lots at Greenway
15	Berkeley Mills Park Master Plan – (Parking, Playground, Restroom)
11	Whitmire Building

**Infrastructure:**

Ranking Results	
Points	Item
17	Main St. Avenue (in phases)
16	7th Avenue (in phases)
6	Main St. to Grove (assuming hotel)
6	Urban Redevelopment Area

**Final Vote for all Project Priorities:** Council members then ranked their top priority projects across all categories. Below are the rankings:

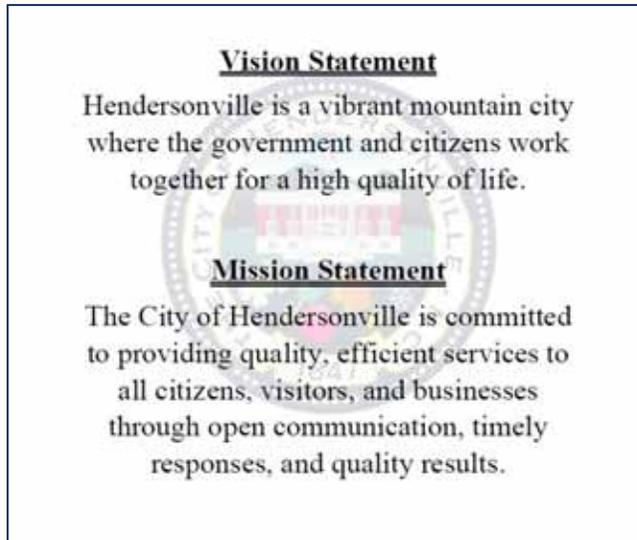
Ranking Results	
Points	Item
24	Public restroom
22	Other buildings
17	Police station
15	Greenway –Expand Parking lot
10	7th Avenue in phases
9	Berkeley Mills (first phase)
4	Whitmore Bldg
2	Main St. (phases)
1	Main to Grove
1	URA

**Water/Sewer Fund:** The Gantt chart developed by staff for water/sewer was reviewed.

**Other Priorities Discussed:**

- Gateway (entranceways) improvements with planters, signs, etc.
- King Street modifications to allow green space and sidewalks on the west side.

**Mission, Vision, and Focus Areas:** After prioritizing was completed, the Council reviewed the City of Hendersonville’s Mission and Vision Statement to see if any edits were needed. The Council did not feel that any changes were needed at this time and remain:



**Closing/Next Steps:** Prior to the closing of the meeting, Hendersonville staff then reviewed the five-year plan for the Water and Sewer System with the Council.

In addition, there were a few points that were brought up that were worth noting.

- Post Council priority areas so they are visible to staff/public,
- Can City mission and priorities be printed on back of Council business cards,
- Can we study the number of people coming into the city on a daily/monthly basis?

[Note: Summary provided by Fountainworks, Inc.]

**Adjournment:** The meeting adjourned at \_\_\_\_\_ p.m. upon unanimous assent of the Council.

\_\_\_\_\_  
Barbara G. Volk, Mayor

\_\_\_\_\_  
Tammie K. Drake, City Clerk