

AGENDA
Henderson County Board of Commissioners
Wednesday, January 18, 2006
9:00 AM

✓ **CALL TO ORDER/WELCOME**

PLEDGE OF ALLEGIANCE *C. Messer*

INVOCATION *S. Baldwin*

INFORMAL PUBLIC COMMENTS *X 4*

DISCUSSION/ADJUSTMENT OF AGENDA

*Chm. Disc: "L" pull
C.S. - personnel matters*

CONSENT AGENDA

- A. Minutes: November 16, 2005 – Regular
December 5, 2005 – Regular
December 15, 2005 - Regular
- B. Tax Collector's Report
- C. Tax Releases
- D. Tax Refunds
- E. Non-Profit Semi-Annual Performance Reports
- F. Resolution Requesting an Increase in State Funding for DuPont State Forest
- G. County Sponsorship of Lewis Creek Restoration/Nature Trail Project
- H. Vaccine Supply Resolution
- I. Water Line Extension

*Chuck m. appr.
of revised agenda
V+C.*

*Chuck m. appr.
C-a. V+C*

NOMINATIONS

A. NOTIFICATION OF VACANCIES

- 1. Agriculture Advisory Board – 1 vac.
- 2. Board of Equalization and Review – 6 vac.
- 3. Recreation Advisory Board - 3 vac.

✓ **B. NOMINATIONS**

- 1. Animal Services Committee – 3 vac.
- 2. Child Fatality Prevention Team – 1 vac.
- 3. Henderson County Transportation Advisory Committee – 9 vac.
- 4. Hendersonville City Zoning Board of Adjustment – 1 vac.
- 5. Industrial Facilities and Pollution Control Authority – 1 vac.
- 6. Juvenile Crime Prevention Council – 3 vac.
- 7. Nursing/Adult Care Home Community Advisory Committee – 9 vac.

DISCUSSION ITEMS

- ✓ A. 2006 HOME Applications
- ✓ B. Sugarloaf School Site

4-Chuck m. inf. BOT The co. has X interest in punch. T. Sch. Prop. I provide with interested in working with them to benefit of comm. V+C man.

Break,
then
P. Prop.
2nd only
then E

"G"

- ✓ C. Hancock County, Mississippi Donations Fund
- ✓ D. Western Highlands Network Presentation
- ✓ E. Presentation of HSMM Building Assessment for the Tuxedo Elementary School
- ✓ F. Tuxedo Community Library and Recreation Projects
- G. Capital Projects Financing (out of order)
- ✓ H. Flu Pandemic Preparations
- ✓ I. Draft Request for Proposals for Audio Broadcasting
- ✓ J. Curb Market parking lease
- ✓ K. Elections Equipment
- ✓ L. Lease with Henderson County Historic Courthouse Corporation
- ✓ M. Increase in mileage rate for Henderson County EMS
- ✓ N. 2006 Strategic Plan Draft
- ✓ O. County Manager's Monthly Report
- ✓ P. Update on Pending Issues
- ✓ 1. EMS Billing

Pulled

HAND-OUT
HAND-OUT

after break:
"K. elections equip.
Break C.S.
lunch
"H"

✓ 11:00 PUBLIC HEARING – Quasi-judicial hearing for assigned address appeal

11:00 PUBLIC HEARING – Rezoning Application #R-2005-06 (R-15 proposed) County Planning Staff Initiated

IMPORTANT DATES

A. Set Date and Time for Cable Franchise Renewal Workshop

CANE CREEK WATER & SEWER DISTRICT - no business

CLOSED SESSION – none (a)(6) Person

1- Chuck m. amend
Co: Strategic Plan
3, 192

2- Chuck m. staff draft a long-term lease for current lib
v+c. unan

3- Chuck m. auth. staff of Bell prop (6acr) for potential use of park. in Tuxedo exchange if pass.
work out on property
B.O.E. V+C unan

4- Chuck m. inform Tuxedo property
Co. X int. in Tuxedo property
3, 20
Chuck
--- revise motion?
draw motion?
over

Henderson County believes it is the right of all citizens to participate. All persons with disabilities that need auxiliary aid should contact the Clerk to the Board at (828) 697-4808, T.D.D. number 697-4580, at least 48 hours prior to the meeting.

PUBLIC INPUT SIGN UP SHEET

PUBLIC INPUT SHALL BE LIMITED TO
THREE (3) MINUTES PER PERSON.

EACH PERSON SHOULD:

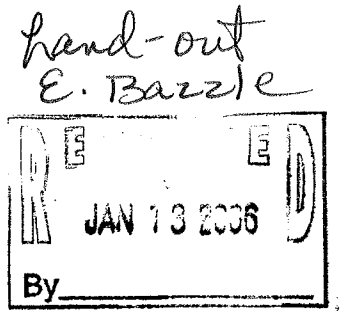
- (1) STATE YOUR NAME
- (2) IN WHAT AREA OF THE COUNTY YOU LIVE
- (3) SPEAK IN A CLEAR AND COURTEOUS MANNER.

Please Print:

	<u>NAME</u>	<u>ADDRESS</u>	<u>ISSUE</u>
1.	Jim Phelps	49 N. Woodridge View Ct, Hendersonville	Voting Machines
2.	Douglas Coggins	268 Coggins Cove	Zirconium N.C.
3.	Debra Stierwalt	1166 N. Lake Summit Rd.	Tuxedo issues
4.	Eva Ritchey	1928 Brevard Rd.	Voting Machines
5.			
6.			
7.			
8.			
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11.			
12.			
13.			



January 12, 2006



Mr. Bo Caldwell
Henderson County Public Schools
414 Fourth Avenue West
Hendersonville, NC 28739

1300 BAXTER STREET
S U I T E 3 0 0
CHARLOTTE, NC 28204
VOICE: 704.731.7000
FAX: 704.731.7095

RE: New Sugar Loaf Elementary School
SUBJECT: Siting of the School Relative to the Creek
COMM. NO.: 0525 FILE NO.: B-2.0

Dear Bo:

Based on your telephone call today we understand the county has questioned the siting of the new Sugar Loaf Elementary School relative to the creek(s) that bisects the site. As you know, we essentially looked at two different locations which would accommodate the prototype (Clear Creek) elementary school plan. Both schemes were a result of our site analysis. Essentially this tract of land has four specific areas. The first is the woodlands to the north and closest to Sugar Loaf Road itself. Second is the central area, the open pastureland if you will. The other two areas, also wooded, both cross the creeks which bisect the site in the southeast corners and the southwest corners.

215 EAST WARREN STREET
SHELBY, NC 28150
P O B O X 2 2 8 5
SHELBY, NC 28151
VOICE: 704.406.6000
FAX: 704.406.6095

The first scheme we looked at placed the building in the central area which requires the least amount of clearing. It places the school at a comfortable distance from the road to get car stacking but not so excessive as to be paying a premium for more pavement. We learned from the subsurface investigations that ground water was most excessive in the area of the creeks and the geotechnical engineers further clarified that the ground water dissipated as one moved up toward Sugar Loaf. This was the primary reason we looked at the second scheme. However, from a school operational perspective, the traffic patterns were not as ideal and all of the trees in the north end of the site would have to be removed. Plus, the broad width of the plan then became perpendicular to the topo lines as opposed to be more parallel as is the case in the original siting. As you know, this is what led to the central location of the school.

From our perspective, there was not any reason to look at siting the school across the creeks. To do so would obviously require numerous culverts. Plus in either of the southeast or southwest locations, the school would consume practically all the woodlands and then one would be faced with the reality of having multiple creek crossings to access roadway and playfield access. The results of putting the school across the creek would be much more expensive as pavement would be considerably more and clearing the woodlands would be required. There would be a much higher environmental impact given the multiple creek crossings and earthwork required.

We trust this will aid in the discussions and assist all involved on the thoughtful and logical siting of the new Sugar Loaf Elementary School.

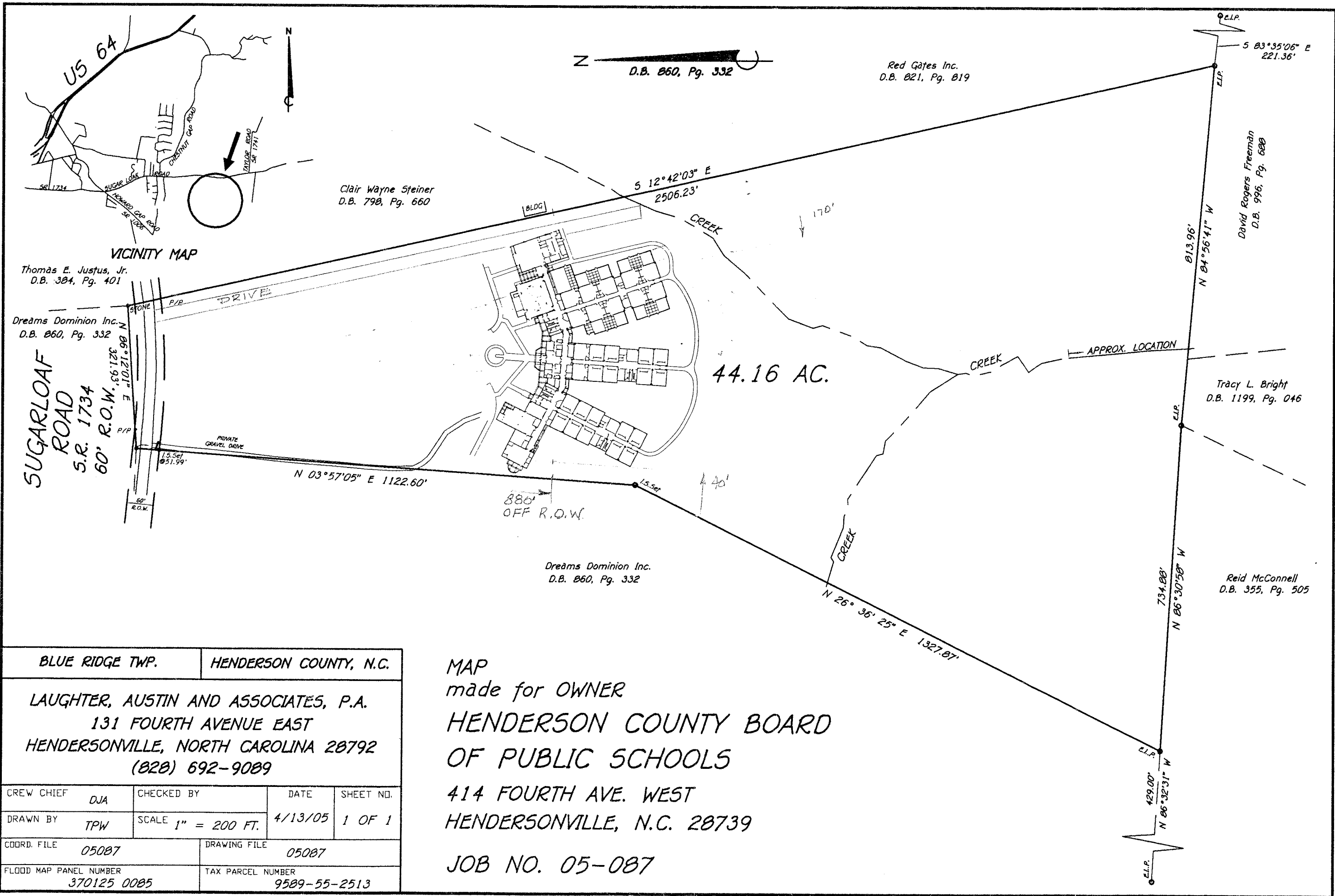
Sincerely,

MBAJ Architecture

Robert B. Johnson, Jr., AIA

RB Jr/lg
Enclosure
cc: James Golightly

4020 WAKE FOREST ROAD
S U I T E 3 0 1
RALEIGH, NC 27609
VOICE: 919.573.6400
FAX: 919.573.6495



BLUE RIDGE TWP.		HENDERSON COUNTY, N.C.		
LAUGHTER, AUSTIN AND ASSOCIATES, P.A. 131 FOURTH AVENUE EAST HENDERSONVILLE, NORTH CAROLINA 28792 (828) 692-9089				
CREW CHIEF	DJA	CHECKED BY	DATE	SHEET NO.
DRAWN BY	TPW	SCALE 1" = 200 FT.	4/13/05	1 OF 1
COORD. FILE 05087		DRAWING FILE 05087		
FLOOD MAP PANEL NUMBER 370125 0085		TAX PARCEL NUMBER 9589-55-2513		

MAP
made for OWNER
HENDERSON COUNTY BOARD
OF PUBLIC SCHOOLS
414 FOURTH AVE. WEST
HENDERSONVILLE, N.C. 28739
JOB NO. 05-087

hand-out

Larry Thompson
past CEO

**SEMI ANNUAL REPORT TO EIGHT BOARDS
OF COUNTY COMMISSIONERS**

- (1) Introduction to Arthur Carder
- (2) Status, Crisis Service Planning in Eight County region
- (3) Utilization Report, FY 05; Overview, Payments to Providers, FY 05
- (4) Status, DDHS Re-organization Proposal
- (5) Status, Legislative Oversight Committee
- (6) List of Governing Board Members, FY 05-06
- (7) Status, Maintenance of Effort for FY 05-06
- (8) Feedback, Areas of Concern

CRISIS STABILIZATION SERVICES SUMMARY

(1-6-2006)

The recent federal approval of new service definitions in North Carolina will encourage development of Mobile Crisis Services. Other definitions, such as Community Support, require interventions at the consumer's residence. Western Highlands will encourage and support implementation of these services by providers in the coming months. As providers improve the availability of these services, crisis stabilization efforts will benefit.

Buncombe County

Services currently available:

- Copestone inpatient psychiatric services available for adults, adolescents and children (Buncombe residents can also be admitted to other area psychiatric inpatient units depending on bed availability)
- Balsam Center short term stabilization services (in Haywood County) are available to youth (Balsam will to expand from 5 to 12 beds in the near future)
- Neil Dobbins Center provides medical non-hospital detoxification for substance abusers
- Mobile Crisis Services available for children
- Outpatient crisis stabilization services available at New Vistas and a few other providers
- After hours emergency evaluations available at Mission Emergency Department (St. Joseph's campus)

Services being planned/developed:

- Copestone has expressed a willingness to provide a 23 hour stabilization bed, contingent on the arrival of another psychiatrist who is scheduled to begin employment in January 2006.
- 23 hour observation facility in Asheville to provide crisis stabilization services in 6 beds/chairs including two for adolescents
- Expanded mobile crisis services to include adults

Henderson County

Services currently available:

- Pardee Hospital provides psychiatric inpatient services for adults. (Henderson residents can also be admitted to other area psychiatric inpatient units depending on bed availability)
- Park Ridge Hospital provides psychiatric inpatient services for geriatric patients and for adult women
- Balsam Center short term stabilization services (in Haywood County) are available to youth (in the next few months this facility will expand its beds from 5 to 12)
- Neil Dobbins Center (in Asheville) provides medical non-hospital detoxification for substance abusers
- Mobile crisis services are available to county agencies
- Outpatient crisis stabilization services available at Mountain Laurel and a few other providers - Mountain Laurel has evening (until 8 PM) and Saturday hours available to see consumers with emergency or urgent situations

Services being planned/developed:

- Expanded mobile crisis services to include home visits for adults and youth

- Pardee Hospital is considering whether to provide a 23 hour observation/stabilization service (Park Ridge has recently decided they will not develop this service)

Madison County

Services currently available:

- Copestone inpatient psychiatric services available for adults, adolescents and children (Madison residents can also be admitted to other area psychiatric inpatient units depending on bed availability)
- Balsam Center short term stabilization services (in Haywood County) are available to youth (in the next few months this facility will expand its beds from 5 to 12)
- Neil Dobbins Center in Asheville provides medical non-hospital detoxification for substance abusers
- Outpatient crisis stabilization services available at New Vistas
- After hours emergency evaluations available at Mission Emergency Department (St. Joseph's campus) in Asheville

Services in planning/development:

- 23 hour observation facility in Asheville to provide crisis stabilization services in 6 beds/chairs including two for adolescents
- When Copestone's 23 hour stabilization bed is operational it will be available to Madison consumers
- Possible availability of mobile crisis services

Mitchell County

Services currently available:

- Copestone inpatient psychiatric services available for adults, adolescents and children (Mitchell residents can also be admitted to other area psychiatric inpatient units depending on bed availability)
- Balsam Center short term stabilization services (in Haywood County) are available to youth (in the next few months this facility will expand its beds from 5 to 12)
- Neil Dobbins Center in Asheville provides medical non-hospital detoxification for substance abusers
- Outpatient crisis stabilization services available at New Vistas
- After hours emergency evaluations available at Spruce Pine Hospital Emergency Department

Services in planning/development:

- 23 hour observation facility in Asheville to provide crisis stabilization services in 6 beds/chairs including two for adolescents
- When Copestone's 23 hour stabilization bed is operational it will be available to Mitchell consumers
- Discussions are underway about the possibility of providing 23 hour stabilization services at Spruce Pine Hospital. Hospital personnel are currently reviewing a contract proposal.

Polk County

Services currently available:

- Gero-psychiatric unit available at St. Luke's Hospital for individuals 55 and over (Polk residents of all ages can also be admitted to other area psychiatric inpatient units depending on bed availability)
- St. Luke's is able to provide 23 hour stabilization for geriatric consumers
- Balsam Center short term stabilization services (in Haywood County) are available to youth (in the next few months this facility will expand its beds from 5 to 12)
- Neil Dobbins Center in Asheville provides medical non-hospital detoxification for substance abusers
- Outpatient crisis stabilization services available at New Vistas
- After hours emergency evaluations available at St. Luke's Hospital Emergency Department

Services in planning/development:

- 23 hour observation facility in Asheville to provide crisis stabilization services in 6 beds/chairs including two for adolescents
- The 23 hour crisis stabilization service at Rutherford Hospital may at some point be available for Polk residents

Rutherford County

Services currently available:

- Rutherford Hospital provides psychiatric inpatient services for adults. (Rutherford residents of all ages can also be admitted to other area psychiatric inpatient units depending on bed availability)
- Balsam Center short term stabilization services (in Haywood County) are available to youth (in the next few months this facility will expand its beds from 5 to 12)
- Neil Dobbins Center in Asheville provides medical non-hospital detoxification for substance abusers
- Outpatient crisis stabilization services available at New Vistas
- After hours emergency evaluations available at Spruce Pine Hospital Emergency Department

Services in planning/development:

- A 23 hour crisis stabilization service should be available at Rutherford Hospital within the next few weeks. Procedural details are being finalized.
- 23 hour observation facility in Asheville to provide crisis stabilization services in 6 beds/chairs including two for adolescents

Transylvania County

Services currently available:

- Transylvania County consumers can be admitted to the psychiatric units at Pardee Hospital, Park Ridge, Copestone and other local hospitals depending on available beds.
- Balsam Center short term stabilization services (in Haywood County) are available to youth (in the next few months this facility will expand its beds from 5 to 12)
- Neil Dobbins Center in Asheville provides medical non-hospital detoxification for substance abusers
- Outpatient crisis stabilization services available at Mountain Laurel
- After hours emergency evaluations available at Transylvania County Hospital Emergency Department

Services in planning/development:

- 23 hour observation facility in Asheville to provide crisis stabilization services in 6 beds/chairs including two for adolescents
- When Copestone's 23 hour stabilization bed is operational it will be available to Transylvania consumers
- There has been some discussion about the possibility of providing 23 hour stabilization services at Transylvania County Hospital

Yancey County

Services currently available:

- Copestone inpatient psychiatric services available for adults, adolescents and children (Yancey residents can also be admitted to other area psychiatric inpatient units depending on bed availability)
- Balsam Center short term stabilization services (in Haywood County) are available to youth (in the next few months this facility will expand its beds from 5 to 12)
- Neil Dobbins Center in Asheville provides medical non-hospital detoxification for substance abusers
- Outpatient crisis stabilization services available at New Vistas
- After hours emergency evaluations available at Spruce Pine Hospital Emergency Department

Services in planning/development:

- 23 hour observation facility in Asheville to provide crisis stabilization services in 6 beds/chairs including two for adolescents
- When Copestone's 23 hour stabilization bed is operational it will be available to Yancey consumers
- Discussions are underway about the possibility of providing 23 hour stabilization services at Spruce Pine Hospital. Hospital personnel are currently reviewing a contract proposal.

Individuals Served, Henderson County

Category/Client	FY 2005	Fiscal Year 2003
Total Individuals Served	2,715	n/a
Adults w/ Mental Illness	1,164	n/a
Children w/ Mental Illness	649	n/a
Adults w/ Substance Abuse	277	n/a
Children w/ Substance Abuse	46	n/a
Clients w/ Developmental Disabilities	229	n/a
LME Screening	1,474	n/a
LME ER	234	n/a

Larger Providers, Henderson County (by number of clients served)
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Name of Provider	Individuals Served (Fiscal Year 2005)	Clients, DD-CAP Case Management (Fiscal Year 2005)
Mountain Laurel Community Services	1,785	1
Appalachian Counseling	212	
Families First of N.C.	72	2
SSEACO/ Vocational Solutions	63	
Plans for Life	51	34
New Vistas	56	
Advantage Home/Community	44	19
ARP-Phoenix	47	
Bethany Christian	41	
Partnership for a Drug Free N.C.	33	
ARC of N.C.	26	13
Mentor	25	
Eliada Home	21	
Universal Mental Health	20	2
Alliance H S	21	

Services Provided, Henderson County (Fiscal Year 2005)
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Name of Provider	\$Volume
Community Based Services (CBS)	\$2,687,184
Residential	1,902,146
Case Management	1,355,546
Outpatient	1,092,645
Day Services	524,320
Respite	274,003
Psychosocial (Clubhouse)	216,048
ACTT	\$197,574
Other	451,812
Total:	\$8,701,278

WESTERN HIGHLANDS BOARD OF DIRECTORS

BUNCOMBE COUNTY**Term Expires****Phone/E-Mail**

- ** Wanda Greene, County Manager
 ☉ 205 College Street
 ♦ Asheville, NC 20081
 County Official 828-250-4100 (w)
wanda.greene@buncombecounty.org
- ♥ Mandy Stone, Director
 ♣ Buncombe County DSS
 P.O. Box 7408
 Asheville, NC 28802-7408
 10/31/08 (828) 250-5587 (w)
mandy.stone@buncombecounty.org

HENDERSON

- ** Justin Hembree, Asst. County Manager,
 ☉ Vice Chair
 ♣ 100 King Street
 Hendersonville, NC 28792
 County Official 828-694-7974 (direct)
 828-697-4809
jhembree@hendersoncountync.org
- ♦ Abigail Karroubi, RN
 ♣ Pardee Hospital
 Psychiatric Services
 800 North Justice Street
 Hendersonville, NC 28791
 10/31/08 828-698-9539 (h)
 828-696-4250 (w)
abigail.karroubi@pardeehospital.org

MADISON COUNTY

- ♦ Ricky McDevitt, County Manager
 ♪ Box 579
 Madison County Courthouse
 Marshall, NC 28753
 County Official 828-649-2854, ext. 226 (w)
rmcdevitt@madisoncountync.org
- ♣ Patricia Franklin
 ♥ P.O. Box 421
 Marshall, NC 28753
 10/31/06 828-649-2332 (h)
 828-649-3358 (MSAG)
 828-649-3820 (w) 828-649-9532 (fax)
patricia.franklin@ncmail.net

MITCHELL COUNTY

- ♣ Ryan Whitson, County Manager
 ♦ Administration Building, Suite 1
 26 Crimson Laurel Circle
 Bakersville, NC 28705
 County Official 828-688-2139, ext 311
 828-688-4443 (fax)
rwhitson@mitchell.main.nc.us
- ** William J. Cook, Jr. (Bill)
 * 6529 NC 261
 ♣ Bakersville, NC 28705-7919
 10/31/06 828 688-2029 (h)
 828-385-2029 (cell)
billc@mitchell.main.nc.us

POLK

- ** Michael Talbert, County Manager,
 ☉ Treasurer
 Box 308
 Columbus, NC 28722
 County Official (828) 894-3301 ext, 8
 (828) 894-2263
mtalbert@polknc.org
- ♣ Dr. Robert R. Ratcliffe
 ♪ 574 Howard Gap Road
 Tryon, NC 28782
 10/31/08 828-859-0307 (h)
 828-894-5960 (w)
 828-894-5960 (fax)
jba3@alltel.net

RUTHERFORD

- ♣ John Condrey, County Manager
⊙ 289 N. Main Street
Rutherfordton, NC 28139
County Official 828-287-6060 (w)
jcond@blueridge.net

- ** Susan Hendrick, Chair
♣ 258 Squirrel Den Road
Rutherfordton, NC 28139
10/31/08 828-287-7258 (h)
828-286-3636, ext. 441 (w)
429-6345 (cell)
shendrick@isothermal.cc.nc.us (w)
susuhendrick@bellsouth.net (h)

TRANSYLVANIA

- ♣ Arthur C. Wilson, Jr., County Manager
♦ 28 E. Main Street
Brevard, NC 28712
County Official 828-884-3100 (w)
awilson1@citcom.net

- ♥ G. Keith Parker
♪ 1274 Island Ford Road
Brevard, NC 28712
10/31/08 828-885-2357 (h)
828-883-3987 (w)
828-421-6736 (cell)
gkparker@infoave.net

YANCEY COUNTY

- ⊙ Michele P. Lawhern, County Manager
♪ 110 Town Square, Room 11
Burnsville, NC 28714
County Official 828-682-3971 (w)
m.lawhern@countymanager.yanceycounty.org

- ♥ Nancy Carey
♣ 119 Meadowwood Lane
Burnsville, NC 28714
10/31/06 675-5271 (Home)
rcarey@yancey.main.nc.us

- ** Executive Committee
- ⊙ Finance Committee
- ♣ Personnel Committee
- * CFAC
- ♥ Human Rights Advisory Committee
- ♦ Operational Policy Committee
- ♣ Quality Improvement Advisory Counsel
- ♪ Strategic Planning Advisory Committee

hand-out

January 17, 2006

To Whom It May Concern:

In memory of our husband and father who loved the Tuxedo community, the family of Roscoe Green will allow the Henderson County Commissioners and the Tuxedo Community to extend the size of the Tuxedo Library and will allow the library to continue its 99-year lease for one dollar (\$1) a year.

Sincerely,

A handwritten signature in cursive script that reads "Nancy C. Green". The signature is written in black ink and is positioned above the printed name.

Mrs. Nancy Green



11:00 PUBLIC HEARING
SIGN UP SHEET

1-18-06

Rezoning Application #R-2005-06 (R-15 proposed)
County Planning Staff Initiated

Please Print

Name:

Address:

- | Name: | Address: |
|--------------------|-----------------------------------|
| ✓ 1. DAVE DODGIN | 1300 LAUDY DR for (David Bayless) |
| ✓ 2. Frieda Mc Coy | 730 Lyndhurst Dr. |
| 3. | |
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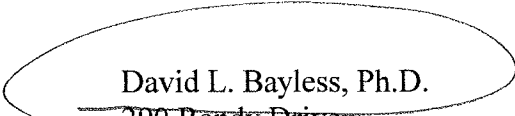
Henderson County Board of Commissioners
100 North King Street
Hendersonville, NC 28792

Dear Commissioners:

Our family has six lots that are adjacent to three parcels that the county staff has initiated for a rezoning application (#R-2005-06) because of the owners' request that these properties be dropped from the City of Hendersonville Extra Territorial Jurisdiction leaving them unzoned. We have been notified that a hearing will be held on this issue on January 18, 2006 at 11 am. We advocate zoning and have in fact had our property zoned by our request with the guidance and leadership of a professional planner, Mr. Bill Lapsley.

We feel that the zoning proposed by the county staff is in keeping with the adjacent zoning of our property. WE SUPPORT the county planning staff's recommendation to zone these parcels to R-15 and urge you to support the decisions made by the Henderson County Planning Department.

Sincerely,



David L. Bayless, Ph.D.
290 Randy Drive
Hendersonville, NC 28791

**Building Assessment
Tuxedo Elementary School
for
Henderson County**



HSMM

January 18, 2006

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Scope of Study

A building assessment of the former Tuxedo Elementary School shows the facility to be generally in sound condition. Depending on the next use for the facility, system upgrades or replacements may be necessary to function well for the remainder of its useful life. According to Preservation North Carolina, a private, non-profit organization whose mission is to protect and promote historic buildings for re-use, well-built school buildings of 1920's-vintage have been restored in a variety of new ways: as condominiums, affordable housing, libraries, business technology/training centers and cultural, recreational and community centers, among others.

The scope of this assessment does not include the study of the Tuxedo School for a particular use. The HSMM team of architects and engineers, along with the AAA Environmental Group, has visited the school site and visually observed existing conditions; no operation of building systems occurred. The team has reviewed previous studies and reports and some of the information provided in those reports is included here for descriptive purposes. This report will focus on the feasibility of renovating Tuxedo School for an, as yet, undetermined future use.

Site Description

The 6.93 acre property has three existing entrances off Old U.S. Highway 25 and has about 600' of road frontage. Although the road is below the site there appears to be no limit to placing future access points in different locations from the existing ones.



The site terraces up from the east with a parking area below the level of the existing buildings and a playfield on the upper terrace at the west end of the site. South of the buildings is a relatively large level area originally used as an activity area. There is a severe slope to the area between the upper playfields and the terrace where the buildings are located. There is a less steep slope between the parking area and the building terrace but there is not an accessible pathway from the parking area to the building as it is currently configured. The westernmost drive does provide access to the building at grade.

The site presents a good view of the main building from the highway, and its orientation faces the easternmost entrance to the site. The kindergarten building is mostly hidden from view of the road. Views from the second floor of the main



building overlook the neighboring homes and provide a distant view of the lake beyond and its vacation houses.

The asphalt paving is in deteriorated condition and will need to be replaced for any future use. There are no sidewalks connecting the site to the surrounding neighborhood.

Public water and sewer are not available for use at this site at this time. The on-site water well and sanitary septic field

have proven adequate for both of the school buildings throughout their history and would probably be adequate for any type of future facility requiring similar plumbing fixture unit counts. If the next building use has a much higher plumbing fixture count, the water well and septic field should be replaced with public water and sewer.



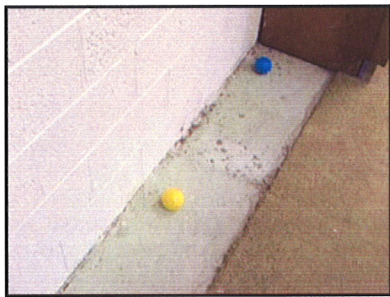
General Building Condition: Kindergarten Building



The 2600 SF Kindergarten Building was constructed in 1956 and consists of two classrooms and a boiler room. Its design is typical of school buildings designed in the 50's, with windows extending the width of the exterior wall and stretching from cabinet height to the underside of the roof structure. Skylights



(blocked out in one room) provided light to the interior of the rooms. Floors are mostly carpet or sheet vinyl over concrete, with tile in the single toilets off the classrooms.



Exterior walls are 12-inch cavity brick walls. Partition walls are block walls. There was some cracking in the interior masonry wall where it intersects with the exterior wall. It is assumed that most of this cracking is caused by either thermal movement of the building or soil settlement under the wall. Additional detailed investigation is required to find the definite cause of the cracking in the wall. All the remaining walls appear to be in good condition.



The roof consists of a concrete slab supported by steel members. The slab and the interior steel members appear to be in good condition. Most of the exterior exposed steel members have visible rust and require immediate attention to provide rust inhibitive treatment. The canopy connecting the Kindergarten Building to the Main Building is in poor condition and would be unlikely to remain as part of a future use for the buildings.



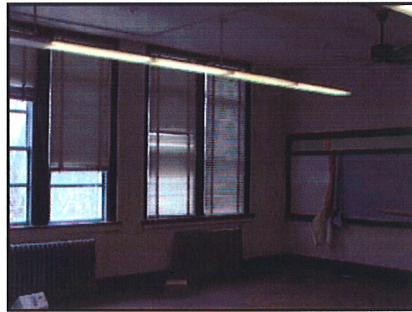
The overall building structure was found to be in good condition, with no visual evidence of any significant structural problems.



General Building Condition: Main School Building

The Main Building is a classic two-story school structure constructed as a grade school in 1924. A kitchen and dining room addition was added in 1952. The building has spaces designed as class rooms, administrative offices, and a multi-purpose auditorium / activity room with a small stage. Currently, this space serves as a precinct voting place. The original building is approximately 15,650 SF (not including a basement boiler room) and the 1952 addition is just over 2000 SF.





Reflecting the challenges of lighting these buildings at the time, the windows are very large and the ceilings are high, typically exceeding 12 feet.

Exterior walls are 12-inch cavity brick walls. Portions of the rear walls are plastered masonry. Partition walls are either brick or wood. All the walls appear to be in good condition.



The floor and roof consists of wood decking on 2x14 wood joists. The floor and roof framing members are not exposed to view in most of the areas of the building.



The overall building structure was found to be in good condition, with no visual evidence of any significant structural problems. Some cracks and staining on the ceiling caused by roof leaks were observed in some areas of the building. Additional detailed investigation is required to find the cause of the cracks and water leakage.



The Tuxedo Elementary School appears to be in good condition structurally, with no visual evidence of any significant structural problems. If a full code upgrade of the structural systems is required for gravity loads and seismic loads, a major structural reinforcing project will be required throughout the building.



Building Systems - Mechanical and Plumbing: Kindergarten Building

The existing heating system for the Kindergarten building consists of an oil-fired heating hot water furnace and "heating only" wall hung fin tube radiators. The furnace and hot water circulating pump have 153,000 BTUH output, appear to be in good running condition, and could probably be re-used in the building's next use. The wall hung fin tube radiators hung along the walls appeared in good condition though the radiator exterior covers were damaged in various locations. It is recommended to replace all existing radiator covers with new covers with the next facility use.



There is no air conditioning in the building and the only means at this time for ventilating the space is opening windows. A new air conditioning system will have to be installed if the new building use dictates conditioned air.

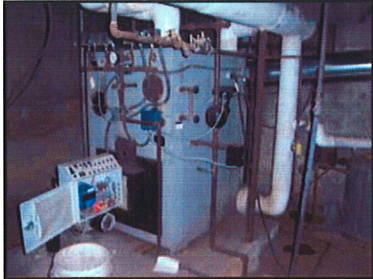
There are no existing toilet exhaust fans for the three toilet areas. Fans will be required in the future since none of the toilet areas have operable windows which allow fans to be omitted in toilet spaces.

The plumbing system has a 40 gallon electric hot water heater which appears in good condition and could be re-used if the building's new use will allow it. All existing plumbing fixtures are children's type installed at children's plumbing heights. The plumbing fixtures are old, damaged in some cases, and all fixtures should be replaced with the building's next use. The teacher's bathroom plumbing fixtures are old and all should be replaced in the future.



There is no existing fire protection system or sprinklers in this building.

Building Systems - Mechanical and Plumbing: Main Building



The existing heating for the main School building consists of a basement oil-fired steam boiler and steam radiators installed throughout the building in various locations. The boiler has 892,000 BTUH steam output, appears in good working condition, and could probably be re-used in the building's new life. The boiler level control appears to have had a manual reset button installed and should be adequate. All building steam radiators, controller, and steam traps could be re-used if the occupants

would accept steam heat. The existing steam condensate pump appears in good working order and could be re-used. There are also a few electric baseboard wall heaters which have been installed in the building over the years due to partition additions which could be re-used if needed.

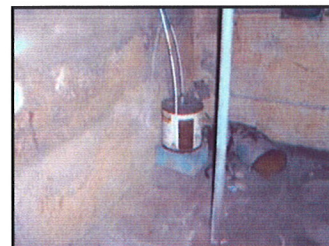
There is no air conditioning in the main building and the only ventilation is opening windows and allowing air to travel up numerous building ventilation grilles and out of the building via a "chimney effect". Due to the relatively cool climate during the summer in this area and the buildings high ceilings, this ventilation system may be adequate in future building uses. If air conditioning is desired, a new air conditioning system will be needed.



There are no toilet exhaust fans installed in the toilet areas. All toilet areas observed have operable windows meaning toilet fans will not have to be installed but it is recommended to do so due to winter conditions.

The plumbing system had a small 10 gallon hot water heater which is fine for a facility without shower facilities.

This water heater will probably need replacing when fixture counts exceed its heating capacity. All plumbing fixtures were old, dirty, and would require replacing with the new building use.



There is no existing fire protection or sprinkler system in this building.

Building Systems - Electrical: Kindergarten Building



The Kindergarten Building is fed from an overhead drop located at the north east corner. This service feed comes from an off campus, pole mounted transformer of an unknown size. The electrical service is 120/240Vac, single phase, and feeds directly into a 200A service disconnect located in a storage area on the north east building corner. This electrical space contains a 200A, 24 circuit panel that is used for building distribution.

Each of the two existing classrooms has minimal use of electrical outlets. The outlets that are in the classrooms are wall mounted in exposed boxes and placed in positions that make practical use difficult. All conduits to the electrical devices were surface mounted. There were no outside outlet devices observed on this building.

The existing lighting in the classrooms is three rows of suspended fluorescent lighting in various states of repair. There was no observed outside lighting by the classroom entrances or the covered walkway.



Each of the classrooms has ceiling mounted smoke detectors along with a single station horn / strobe and single pull station located by the exit door.

Building Systems - Electrical: Main Building



The main school building is fed from an overhead drop located at the building's north end. This service comes from an off campus, pole-mounted transformer of an unknown size. The electrical service is 120/240Vac, single phase, and feeds into a sealed tray located in the basement boiler room. At this location, the service is split into 2 – 200A runs feeding the north and south building ends. There are smaller, 125A lighting panels located in the 1st floor copy room and a 2nd floor hallway that are used for further distribution.

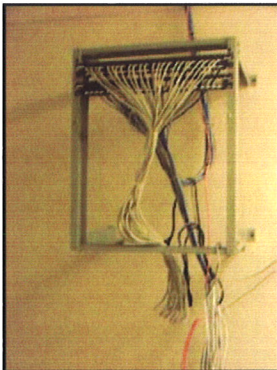
All of the classrooms, office areas, and auxiliary rooms have a minimal number of electrical outlets. All of the outlets are surface boxes, wall mounted, and in locations that make their use impractical. All conduits to the outlet boxes are surface mounted. There were no outlets observed in the hallways or stairwell areas.



The existing lighting in all areas consists of a combination of surface mounted and suspended fluorescent fixtures. The ceiling height in the majority of the areas is approximately 12 feet.

There are wall mounted lighting fixtures with shatter-proof lenses on the stairwell landing areas. There is minimal outside lighting at the building entrances and none observed for the covered walkway.

All areas have ceiling-mounted smoke detectors and the hallway and classroom areas have single station horn/strobes with single pull stations by each exit door. The restrooms however, appeared to have no strobes / horns. Located in the main office is a multi-point fire panel for monitoring the individual detection zones.



There has been an attempt to run LAN cable and data points to each classroom. A dual point LAN connection point was observed in each classroom located in various locations. There is what appears to be a classroom used for teaching computer classes on the main floor next to the main office. Several "loose" LAN cables have been pulled into the room and coiled on the floor. Located in the main office area is a small room that has been set up as a telecommunications room with "cabling racks" installed.

Hazardous Materials Observations

AAA Environmental completed a visual inspection for the presence of asbestos and lead-based paint. The purpose of this inspection was to estimate any contaminants that would need to be addressed prior to a renovation of the buildings.

The details and findings of the assessment are described below. The facility consists of two buildings. One two-story school building that includes a kitchen, an all purpose room, classrooms, and offices. The second building is a one story classroom only facility. The buildings are of brick construction. The walls and ceiling are in the majority conventional plaster, with a few walls being constructed of sheet rock, tape and spackle. The two-story building had wooden floors, conventional cementitious plaster walls and ceilings, two rooms off the multipurpose room have 12" x 12" floor tile and mastic, and the cafeteria and restrooms behind the stage have linoleum flooring. The single story classroom building had linoleum in the entrance and bathrooms while there was carpet in the main classrooms, and the walls are basically constructed of cement block. Both building have the possibility of mastics behind the chalkboards and the roof flashings and roof fields need to be sampled prior to renovations.

Upon checking the AHERA Management Plan, the following items are identified to be positive for asbestos: transite-covered walkways and linoleum in the single story building. Where as the 12" x 12" floor tile and mastic, the sheet rock, tape and spackle, the roofing materials, the chalkboard mastics, or the window glazing is not mentioned, therefore these materials would need to be sampled prior to renovations.

Every effort was made to identify all suspect asbestos containing materials in accessible areas. There is the possibility that suspect materials were not located in inaccessible areas. If any suspect asbestos-containing material is discovered that is not included within this report, it should be sampled before it is physically disturbed.

Other contaminants that would need to be sampled or determined whether or not it is a hazard is the paint for lead and the light fixtures for PCB.

This document has been prepared by Ms. Pamela A. Smith, an employee of AAA Environmental, at the request of and for the exclusive use of HSMM. Any discussion or recommendations contained in this report represent AAA's professional opinions. These recommendations are based on currently available information and were arrived at in accordance with currently accepted industrial hygiene practices at the time and specific location of the inspection. Other than this, no warranty is implied or intended.

Building Code Analysis

Until recently, the challenges involved in bringing existing buildings, especially older ones, up to current building code requirements have been extensive and, in some cases, too expensive for owners based on the proportion of rehabilitation proposed.

Effective January 1, 2006, the NC Rehabilitation Code (NCRC) will be available to all jurisdictions in the state. This code is intended to relieve the regulatory pressures brought to bear on existing buildings by the use of the new building codes as the standards for occupant safety. According to Mecklenburg County Code Enforcement, the lead local jurisdiction of the code, "applying code requirements for new buildings to old buildings can be a major headache for builders and developers." Often, this has contributed towards inaction involving existing buildings, and many were allowed to become dilapidated, unsafe and eventually demolished.

The Rehabilitation Code allows building owners to determine code requirements in advance of beginning a project in an existing building. The code is based on four principles:

1. Undertaking a rehabilitation project does not require that all components of the building must be affected.
2. No building should be made less safe than it was when the project began.
3. A building owner should be able to predict the cost and scope of the project requirements before it begins.
4. The code requirements for the project should be in proportion to the planned work, with assurances for life safety.

Further, the Rehabilitation Code is applied to a project based on Categories of Work. The NCRC has developed a Decision Diagram matrix (included in Appendix) that utilizes the following work categories to determine applicable code requirements.

- Repair
- Renovation
- Alteration
- Reconstruction
- Change of Use
- Additions

Since it is almost certain that any plans for the Tuxedo School buildings would entail a change of use, the extent of life safety improvements that would be required depends on whether the intended change is to a use where the hazards to safety are increased. In other words, changing from the original use of the buildings as a school to residential, for example, would be to a lesser hazard category. Going from a school to a banquet hall would be an increase in hazard, as would a hospital or nursing home use. It appears that future uses such as a community hall, library, art

gallery, bakery, television studio, assisted living facility, or retail store (as selected examples) would be of equal hazard to the original use.

There are further provisions that would be applied if the Tuxedo School is, or will be, considered a Historic Building (listed on the National Register or in a contributing classification or in a local historic district).

Depending on the answers above, the building owner will choose whether the existing building project will fall under the categories of "repair, renovation, alteration or reconstruction." The NCRC establishes the extent of work (including product and practice requirements) for each category.

If the project involves any new construction such as an addition to an existing building or a new, stand-alone building, that work will be designed under the requirements of the North Carolina Building Code, and not the NCRC.

With no determination for a future use for Tuxedo School at the time of this report, a specific building code analysis utilizing the NCRC is not possible at this time. With the January 2006 statewide adoption of the NCRC however, any re-use of the buildings will have the option to use this code to safely and sensibly meet the requirements for rehabilitating Tuxedo School. Additional information on the NCRC, including case studies, can be found at www.ncrehabcode.com.

Project Budget Estimates

Basis of Budget Estimates

Developing a budget estimate for this project is difficult because the final configuration of the project has not been determined. Given this scenario, we have provided a range for the budget based on three levels of renovation. We will provide some description of the criteria that we used in developing these estimates.

Category 1

This will be the most basic of renovations so that the building meets the bare minimum code requirements. This building would have a very low intensity of use such as storage, polling place, law enforcement training. Basically, to continue its current use with renovations intended to preserve the building. The following table explains each budget item for Category 1:

Budget Item	Explanation
Demolition	Demolition will be limited to those items required to be repaired and/or abated.
Haz Mat Abatement	The hazardous materials that are present will need to be removed. At this point, we have assumed that the abatement costs will be the same for all three materials. It is possible that further investigation will determine that some materials can be encapsulated and left in place.
Building	Architectural work will involve little rework of the building with most being cosmetic repairs to the facilities. There will be some intensive work to bring the facility in compliance with ADA. A stair/elevator addition is anticipated. Exterior work will be required on the roof and exterior walls to prevent water intrusion.
Structural	Structural work is anticipated to be minimal. There will be repair due to water and settlement damage. There will also be some new work due to renovations of the building.
HVAC	Re-use the existing heating system. Provide window air conditioning units. Provide ventilation for the toilets.
Plumbing	Re-use the existing well and septic field. Replace the existing plumbing fixtures.
Fire Protection	A new fire sprinkler system is provided in all categories.
Electrical	Replace the electrical service and upgrade the distribution system to meet code. Provide interior and exterior lighting to meet code and use requirements. Provide minimum fire detection system. Upgrade existing IT systems as required.
Site	Provide parking, sidewalks, driveways and landscaping for a low-level intensive use for a facility of this size. Minimal regrading of the site is anticipated.

Category 2

This level of renovation is intended to bring the building up to modern standards so that the building could be reused in a manner similar to the former use as a school. Potential uses would be county offices, community building, light retail. The following table explains each budget item for Category 2:

Budget Item	Explanation
Demolition	More demolition will be required than in Category 1, but extensive demolition is not anticipated.
Haz Mat Abatement	The hazardous materials that are present will need to be removed. At this point, we have assumed that the abatement costs will be the same for all three materials. It is possible that further investigation will determine that some materials can be encapsulated and left in place.
Architectural	Some rework of the floor plans is anticipated. All building finishes will require work. There will be some intensive work to bring the facility in compliance with ADA. A stair/elevator addition is anticipated. Exterior work will be required on the roof and exterior walls to prevent water intrusion.
Structural	Structural work is anticipated to be minimal. There will be repair due to water and settlement damage. There will be more extensive new work due to renovations of the building.
HVAC	Re-use the existing heating system. Provide a new central air conditioning system. Provide ventilation for the toilets.
Plumbing	Re-use the existing well and septic field. Replace the existing plumbing fixtures.
Fire Protection	A new fire sprinkler system is provided in all three categories.
Electrical	Replace the electrical service and upgrade the distribution system to meet code and use requirements. Provide interior and exterior lighting to meet code and use requirements. Provide fire detection system. Upgrade existing IT systems as required.
Site	Provide parking, sidewalks, driveways and landscaping for a medium-level intensive use for a facility of this size. Minimal regrading of the site is anticipated.

Category 3

This will be the most extensive renovations so that the building is brought to modern standards and is adapted for a more intensive use. Potential uses would be a healthcare, residential or assisted living facility. The following table explains each budget item for Category 3:

Budget Item	Explanation
Demolition	Extensive demolition of interior walls and finishes is anticipated.
Haz Mat Abatement	The hazardous materials that are present will need to be removed. At this point, we have assumed that the abatement costs will be the same for all three materials. It is possible that further investigation will determine that some materials can be encapsulated and left in place.
Architectural	A full rework of the building is anticipated. The floor plans will be revised. All new finishes will be included. There will be some intensive work to bring the facility in compliance with ADA. A stair/elevator addition is anticipated. Exterior work will be required on the roof and exterior walls to prevent water intrusion. New windows and roofing will be included.
Structural	Structural work could be more intensive than in other categories. The more intensive use of the building could result in structural enhancements to the building to resist increased gravity and lateral loads. There will be repair due to water and settlement damage. There will be more extensive new work due to renovations of the building.
HVAC	Provide a new HVAC system for the whole facility.
Plumbing	Provide new water and sewer facilities. Replace the existing plumbing fixtures.
Fire Protection	A new fire sprinkler system is provided in all three categories.
Electrical	Provide completely new electrical service and distribution, fire detection, and IT systems.
Site	Provide parking, sidewalks, driveways and landscaping for a high-level intensive use for a facility of this size. Minimal regrading of the site is anticipated.

Soft Costs

The soft costs are those to be expended by the Owner, but not included in the Construction contract. These costs are expressed as a percentage of the Total Construction Cost and are as follows:

Budget Item	Explanation
Fees, Permits, Testing	This item covers design fees, geotechnical fees, testing, etc. This percentage is reduced as the project cost increases.
Escalation costs	Given the volatile costs in construction, we added some escalation since the project will not start in the near future. This number will need to be adjusted depending on when the project starts.
Construction Contingency	Since this is a renovation of an old building, we recommend that a contingency of at least 10% be carried for unforeseen conditions.
Fixed Furn. and Equipment	This is the cost of equipment to be provided by the Owner. We have increased this percentage as the use of the building has intensified.
IT (voice/data)	This is the cost of equipment and infrastructure for voice and data communication. We have increased this percentage as the use of the building has intensified.

PROJECT BUDGET ESTIMATE							
Budget Item		Category 1		Category 2		Category 3	
		Unit Cost	Cost	Unit Cost	Cost	Unit Cost	Cost
Construction Costs	Demolition	\$1.0/sf	\$ 20,250	\$2.0/sf	\$ 40,500	\$3.0/sf	\$ 60,750
	Haz Mat Abatement	\$1.6/sf	\$ 32,400	\$1.6/sf	\$ 32,400	\$1.6/sf	\$ 32,400
	Architectural	\$15.0/sf	\$ 303,750	\$30.0/sf	\$ 607,500	\$50.0/sf	\$1,012,500
	Structural	\$1.0/sf	\$ 20,250	\$2.0/sf	\$ 40,500	\$5.0/sf	\$ 101,250
	HVAC	\$2.0/sf	\$ 40,500	\$7.0/sf	\$ 141,750	\$12.0/sf	\$ 243,000
	Plumbing	\$2.0/sf	\$ 40,500	\$2.0/sf	\$ 40,500	\$5.0/sf	\$ 101,250
	Fire Protection	\$2.5/sf	\$ 50,625	\$2.5/sf	\$ 50,625	\$2.5/sf	\$ 50,625
	Electrical	\$8.0/sf	\$ 162,000	\$10.0/sf	\$ 202,500	\$12.0/sf	\$ 243,000
	Site	LS	\$ 100,000	LS	\$ 175,000	LS	\$ 300,000
	Total Construction Costs			\$ 770,275		\$1,331,275	
Soft Costs	Fees, Permits, Testing	12%	\$ 92,433	11%	\$ 146,440	10%	\$ 214,478
	Escalation costs	10%	\$ 77,028	10%	\$ 133,128	10%	\$ 214,478
	Construction Contingency	10%	\$ 77,028	10%	\$ 133,128	10%	\$ 214,478
	Fixed Furn. & Equipment	3%	\$ 23,108	5%	\$ 66,564	7%	\$ 150,134
	IT (voice/data)	3%	\$ 23,108	5%	\$ 66,564	7%	\$ 150,134
Total Soft Costs			\$ 292,705		\$ 545,823		\$ 943,701
Total Project Cost			\$1,062,980 \$52/sf		\$1,877,098 \$93/sf		\$3,088,476 \$153/sf
Data	Kindergarten Building	2600 sf					
	Main Building	15650 sf					
	Kitchen Addition	2000 sf					
	Total Building	20250 sf					

Appendix

**REHABILITATION CODE
 MATRIX**

Summarizing Categories of Work and Applicable Requirements

	<i>REPAIR</i>	<i>RENOVATION</i>	<i>ALTERATION</i>	<i>RECONSTRUCTION</i>	<i>CHANGE OF USE</i>	<i>ADDITION</i>	<i>NOTES:</i>
	1.4	1.5	1.6	1.7	1.31	1.32	
Certain Materials Prohibited/Required 1.4-1.7	✓	✓	✓	✓	✓ _d	✓ _e	^a Apply only to the work area of the project.
Not Diminish Structural Strength, System Capacity 1.4-1.7	✓	✓	✓	✓	✓ _d	✓ _e	^a Apply to the work area of the project but may apply beyond.
Materials & Methods 1.8		✓	✓	✓	✓ _d	✓ _e	^c Cannot reduce the level of compliance with the Basic Requirements.
New Building Elements - Comply with NCSBC 1.9			✓	✓	✓ _d	✓ _e	^d Any other work voluntarily undertaken in connection with a change of use must comply with the requirements of the appropriate category.
Basic Requirements ^a 1.10-1.30			c	✓	To be determined according to Hazard Index d	✓ _e	
Supplemental Requirements ^b				✓	✓ _d	✓ _e	^e Work in the existing building must comply with the requirements of the appropriate category. The addition itself must comply with the subcodes for new construction and cannot extend the size of the building beyond the limits allowed by this subcode.
Special Change of Use Requirements					To be determined according to Hazard Index		

GLOSSARY

Repair means the restoration to a good or sound condition of materials, systems and/or components identical to or closely similar to the existing.

Renovation means the removal and replacement or covering of existing interior or exterior finish, trim, doors, windows, or other materials with new materials that serve the same purpose and do not change the configuration of space. Renovation shall include the replacement of equipment or fixtures.

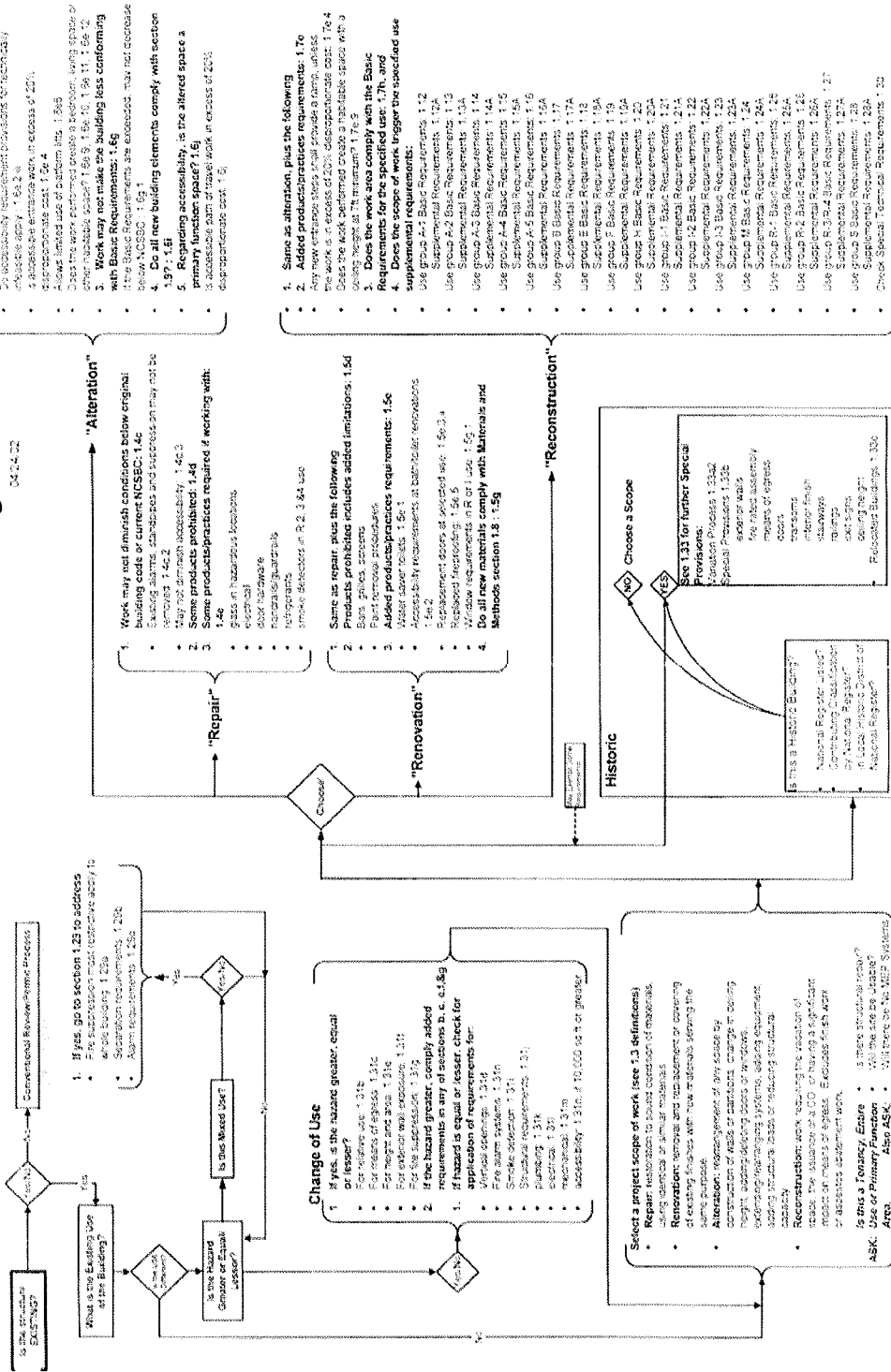
Alteration means the rearrangement of any space by the construction of walls or partitions or by a change in ceiling height, the addition or elimination of any door or window, the extension or rearrangement of any system, the installation of any additional equipment or fixtures and any work which reduces the load-bearing capacity of or which imposes additional loads on a primary structural component.

Reconstruction means any project where the extent and nature of the work is such that the work area cannot be occupied while the work is in progress and where a new certificate of occupancy is required before the work area can be reoccupied. Reconstruction may include repair, renovation, alteration or any combination thereof. Reconstruction shall not include projects comprised only of floor finish replacement, painting or wallpapering, or the replacement of equipment or furnishings. Asbestos hazard abatement and lead hazard abatement projects shall not be classified as reconstruction solely because occupancy of the work area is not permitted.

Appendix

Rehab Code: Decision Diagram

04-24-02





STATE BOARD OF ELECTIONS

6400 Mail Service Center • Raleigh, North Carolina 27699-6400

GARY O. BARTLETT, Executive Director

MAILING ADDRESS:
P.O. BOX 27255
RALEIGH, NC 27611-7255

January 18, 2006

MEMORANDUM 2006-2

To: Directors, County Boards of Elections

From: Gary O. Bartlett, Executive Director

This is a follow-up to the MEMORANDUM 2006-1 emailed to you on 1/13/06. Representatives from the Association of County Commissioners, ES&S, the Attorney General's Office and SBE staff met on 1/17/06 to discuss the information contained in this memorandum. It will be helpful for each county to supply the SBE with your current progress in selecting a voting system. **Please open the attachment (Voting System Information Form) and complete the requested information, save the file and then email ASAP, an attached copy of the form to brooks.garrett-jones@ncmail.net, but not later than Friday, January 20, 2006.** The information that you supply will assist us in creating an installation plan that will allow for traditional paper ballots, optical scan ballots or Direct Record Electronic systems and insure that each voting jurisdiction receives sufficient assistance, training and staff support for the May primary election.

Additional implementation plans being developed:

Contract:

- Counties will be asked to sign a grant acceptance form which will incorporate by reference standard contract terms.
- The SBE will serve as the fiscal agent for the HAVA grants and make payments to ES&S for voting equipment 10 days after the county has received and accepted the equipment, and notified the SBE.
- The SBE's HAVA grant instructions will include an attachment showing the amount of grant funds available for each county.

Delivery:

- Voting equipment will be shipped by ES&S to a central warehouse in the Raleigh area for staging and User Acceptance Testing (UAT).
- The UAT will be supervised by SBE personnel and counties will be invited to observe the testing of their voting equipment.
- Upon completion of the UAT, the equipment will be shipped directly to the county for further acceptance and secure storage.
- SBE personnel will assist the counties in receiving, accepting, and securing voting equipment.

HAVA Funds:

- SBE will remit HAVA grant monies to ES&S for the benefit of the counties so that HAVA funds will be spent before county funds. This will assist counties to spread costs over two budget cycles.
- The SBE will work with Information Technology Services, the State Comptroller and the Office of State Budget and Management to ensure that all mandated fiscal controls and policies are put into effect.
- Counties opting to utilize a traditional paper ballot for the primary will not lose their right to purchase voting equipment using HAVA funds for the 2006 general election.

Election Service Bureau:

- SBE and ES&S will be establishing an election service bureau in Raleigh to provide all ballot programming for the primary election.
- All ballots will be produced on the Unity software and forwarded to each county for review and signoff approval, prior to distribution to the printer, for printing of absentee, precinct and sample ballots.
- SBE will deliver the Unity election database for the primary election to each county and assist in the installation and testing process.

Printing:

- For the primary election only, all printing of optical scan election ballots will be directed to PrintElect or ES&S.
- Instructions about printer certification for local printers will be available in the near future.

Training:

- At least two (2) training classes will be conducted by ES&S and SBE staff personnel on a district basis at dates to be determined.
 - ✓ Training Session #1 – “Train the Trainer” classes on voting equipment for the Directors and election technicians.
 - ✓ Training Session #2 – Election night tabulation procedures and SEIMS vote upload procedures for Election Directors and assigned staff members.
 - ✓ Additional Training – Web-based training for precinct officials and voter education for the general public.

Paper Ballots:

- Counties may choose to use traditional paper ballots in the primary election and are required to have at least one (1) accessible voting machine for each precinct and one-stop site.



STATE BOARD OF ELECTIONS

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Voting System Information

(type in County name and check each applicable box)

County:

Please check off completed items:

- ELECTION BOARD RESOLUTION
- PUBLIC DEMONSTRATION
- COUNTY COMMISSIONER APPROVAL/RESOLUTION

Please check the voting systems approved by your county:

PRECINCT EQUIPMENT:

- iVotronic DRE voting system
- M100 Optical Scan System
- Traditional Paper Ballot

ONE-STOP VOTING:

- iVotronic DRE voting system
- M100 Optical Scan System
- Traditional Paper Ballot

ACCESSIBLE UNIT (ADA):

- iVotronic DRE ADA compliant
- AutoMARK ADA compliant optical scan marking system

Return this form to: brooks.garrett-jones@ncmail.net

Draft

Henderson County
2006 Voting Equipment Financing Proposals
Summary of Rates Received

1/18/06

<u>Financial Institution:</u>	<u>Fixed Interest Rate</u>
Bank of America	3.70%
First Citizens	3.97%
RBC Centura	4.09%
BB&T	4.12%
Carolina First	4.36%
Wachovia	4.53%

rolled to forward.

RESOLUTION

WHEREAS, staff requested proposals to finance the purchase of new voting equipment by installment contract and Bank of America was certified as the lowest responsive proposal received; and

WHEREAS, there had been presented to the Board of Commissioners ("the Board") a draft Installment Purchase Contract and Acquisition Fund and Account Control Agreement ("the Agreements") to finance the purchase of new voting equipment at a total maximum cost not to exceed \$625,000 by installment contract as allowed by N.C.G.S. 160A-20; and

WHEREAS, the Board desires to accept the Agreements to finance the purchase of the new voting equipment with Bank of America at an annual non-bank qualified interest rate of 3.70 percent, making level, quarterly payments over a five (5) year term.

NOW THEREFORE, it is hereby resolved by the Henderson County Board of Commissioners:

1. The County hereby accepts the proposal from Bank of America to finance the purchase of new vehicles for the County.
2. The Agreements are hereby approved, and the Chairman of the Board, the County Manager, the County Attorney, and the Finance Director as the case may be, are hereby authorized and directed to execute the Agreements and to deliver the same to the appropriate counter parties, and the Clerk to the Board is hereby authorized and directed to affix the Unit's seal to the Agreements and to attest the same. The Agreements shall be in substantially the form submitted at this meeting, which is hereby approved, with such changes as may be approved by the officer executing such agreement, such officer's execution to constitute conclusive evidence of approval of any such changes. The final agreements will provide for the County to finance a total maximum cost of not more than \$625,000; for the County to repay the amounts advanced to bear interest at an annual rate of not more that 3.70 percent; the term of the Agreements shall not exceed five (5) years; and the level, quarterly payments to be made under the Agreements.
3. This resolution shall become effective immediately upon its adoption.

This the 18th day of January, 2006.

HENDERSON COUNTY BOARD OF COMMISSIONERS

BY: _____
William L. Moyer, Chairman

ATTESTED BY:

[OFFICAL SEAL]

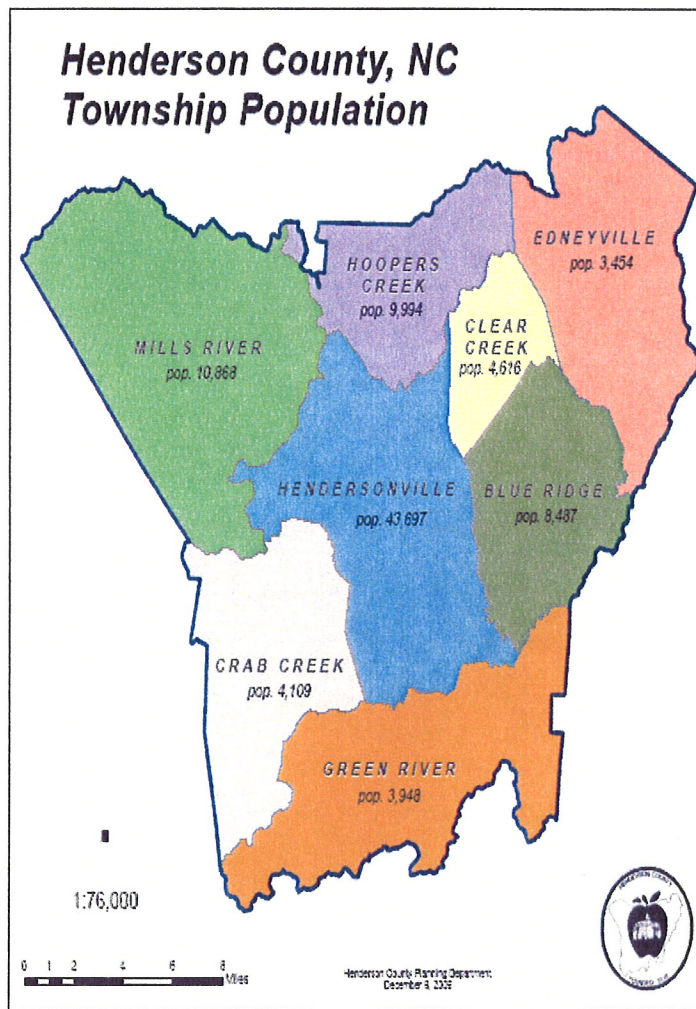
Elizabeth W. Corn, Clerk to the Board

CONFIDENTIAL

FLU PANDEMIC

DRAFT

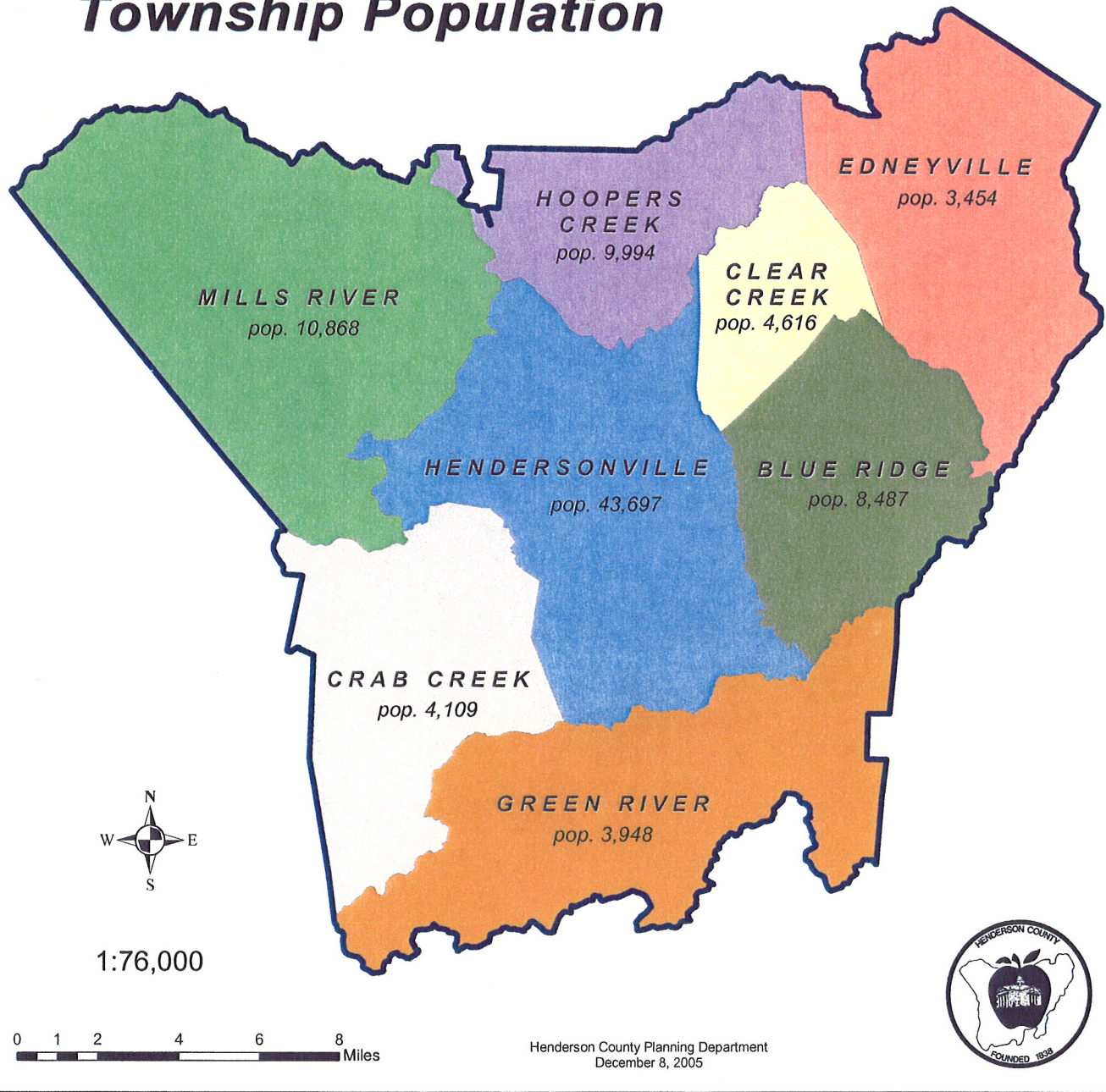
Incident Action Plan



(insert Date)

(Insert Time)

Henderson County, NC Township Population



Township Population by Age Cohort

Age Cohort	Blue Ridge	Clear Creek	Crab Creek	Edneyville	Green River	Hendersonville	Hoopers Creek	Mills River
Under 5	611	276	244	237	246	2,108	692	593
5-9	568	306	276	222	247	2,241	667	651
10-14	573	300	304	229	264	2,351	570	730
15-17	319	182	165	133	154	1,418	306	369
18 and 19	208	109	76	65	87	787	155	176
20	93	43	28	32	35	391	99	84
21	107	34	38	30	50	361	105	56
22-24	318	114	100	102	105	1,152	282	247
25-29	672	315	222	224	267	2,096	723	549
30-34	625	341	292	260	263	2,279	833	700
35-39	642	400	323	294	272	2,644	853	837
40-44	622	322	315	293	275	2,910	749	834
45-49	562	340	324	257	314	2,768	711	796
50-54	528	274	284	234	342	2,793	734	802
55-59	477	264	246	204	285	2,654	594	773
60 and 61	158	80	118	86	76	983	199	258
62-64	213	142	157	92	113	1,473	254	403
65 and 66	136	83	87	59	77	1,091	156	249
67-69	244	121	134	76	96	1,738	240	342
70-74	300	200	194	133	151	3,078	393	565
75-79	250	151	96	87	113	2,930	278	441
80-84	160	117	54	74	71	1,826	211	265
85+	101	102	32	31	45	1,625	190	148
Total Population	8,487	4,616	4,109	3,454	3,948	43,697	9,994	10,868

Source: U.S. Census Bureau, 2000 Demographic Tables

Township Population by Age Cohort

Age Cohort	Blue Ridge	Clear Creek	Crab Creek	Edneyville	Green River	Hendersonville	Hoopers Creek	Mills River
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50-54	528	274	284	234	342	2,793	734	802
55-59	477	264	246	204	285	2,654	594	773
60 and 61	158	80	118	86	76	983	199	258
62-64	213	142	157	92	113	1,473	254	403
65 and 66	136	83	87	59	77	1,091	156	249
67-69	244	121	134	76	96	1,738	240	342
70-74	300	200	194	133	151	3,078	393	565
75-79	250	151	96	87	113	2,930	278	441
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85+	101	102	32	31	45	1,625	190	148
Total Population	8,487	4,616	4,109	3,454	3,948	43,697	9,994	10,868

Source: U.S. Census Bureau, 2000 Demographic Tables

Incident Objectives	1. Incident Name <i>Flu Pandemic</i>	2. Date Prepared <i>(insert Date)</i>	3. Time Prepared <i>(Insert Time)</i>
4. Operational Period (Date and Time) <i>(insert Date)</i> <i>(Insert Time)</i>			
5. General Control Objectives for the Incident (include Alternatives)			
<i>Implement measures to ensure early detection</i>			
<i>Educate public and emergency personnel regarding prevention techniques and resources</i>			
<i>Utilize available disease control methods</i>			
<i>Provide medical care / treatment to sick</i>			
<i>Provide assistance to homebound sick persons without family or friends support</i>			
6. Weather Forecast for Operational Period			
7. General Safety Message			
<i>All Health Care and Public Safety personnel should use maximum infection control measures including gloves and N-95 mask, changing clothes at work and before returning home, regular hand washing, etc. Other personnel should utilize maximum precautions against disease spread (e.g. handwashing, respiratory protection barriers, etc.)</i>			
8. Attachments (check if attached)			
<input checked="" type="checkbox"/> Organization List (ICS 203)	<input checked="" type="checkbox"/> Medical Plan (ICS 206)	<input type="checkbox"/>	_____
<input checked="" type="checkbox"/> Assignment List (ICS 204)	<input checked="" type="checkbox"/> Incident Map	<input type="checkbox"/>	_____
<input checked="" type="checkbox"/> Communications Plan (ICS 205)	<input type="checkbox"/> Traffic Plan	<input type="checkbox"/>	_____
ICS-202	9. Prepared by (PSC)	10. Approved by (IC)	

ORGANIZATION ASSIGNMENT LIST			9. Operations Section	
1. Incident Name	<i>Flu Pandemic</i>		Chief	<i>Layne / Bridges</i>
2. Date	<i>(insert Date)</i>	3. Time	<i>(Insert Time)</i>	
4. Operational Period	<i>(insert Date)</i>	<i>(Insert Time)</i>	a. Branch I - Detection & Prevention	
5. Incident Commander and Staff			Branch Director	<i>Bridges</i>
Incident Commander	<i>Hembree (County Manager)</i>		Deputy	<i>Stanley</i>
Deputy	<i>Hyder (Emergency Management)</i>		Division/Group	<i>Public Education and Information</i>
Safety Officer	<i>Layne (EMS)</i>		Division/Group	<i>Disease Spread</i>
Information Officer	<i>Coffey / Coulson (ACM)</i>		Division/Group	<i>Detection</i>
Liaison Officer	<i>Hembree (County Manager)</i>		Division/Group	<i>Vaccination</i>
6. Agency Representative			Division/Group	
Agency	Name		b. Branch II - Medical Care	
<i>Health Department</i>	<i>Tom Bridges (Director)</i>		Branch Director	<i>Hospitals</i>
<i>Pardee Hospital</i>			Deputy	
<i>Park Ridge Hospital</i>			Division/Group	<i>Home treatment</i>
<i>EMS</i>	<i>Terry Layne (Director)</i>		Division/Group	<i>Disease Treatment</i>
<i>DSS</i>	<i>Liston Smith (Director)</i>		Division/Group	<i>Pardee</i>
<i>Sheriff</i>	<i>George Erwin (Sheriff)</i>		Division/Group	<i>Park Ridge</i>
<i>Emergency Mgmt</i>	<i>Rocky Hyder (Coordinator)</i>		Division/Group	
<i>County Admin</i>	<i>Justin Hembree (County Manager)</i>		c. Branch III - Support Services	
			Branch Director	<i>Gore</i>
			Deputy	<i>Hollis</i>
			Division/Group	<i>Homebound Meals</i>
7. Planning Section			Division/Group	<i>Meal Delivery</i>
Chief	<i>Hyder (Emergency Management)</i>		Division/Group	
Deputy	<i>Bridges (Health Dept)</i>		Division/Group	
Resource Unit	<i>Hyder (Emergency Management)</i>		Division/Group	
Situation Unit	<i>Health Department / Charing</i>		d. Air Operations Branch	
Documentation Unit			Air Operations Branch Director	<i>NCEM / Sherrif / CAP</i>
Demobilization Unit			Air Support Supervisor	
Human Resources	<i>Pritchard / Stepp / Summey</i>		Air Attack Supervisor	
Technical Specialists	<i>(name / specialty)</i>		Helicopter Coordinator	
<i>NC DHHS</i>	<i>Center for Disease Control</i>		Air Tanker Coordinator	
<i>US DHSS</i>			10. Finance Section	
<i>NCEM</i>			Chief	<i>McClelland</i>
<i>OEMS</i>			Deputy	<i>Garey</i>
<i>US DHS</i>			Time Unit	<i>Duncan</i>
8. Logistics Section			Procurement Unit	<i>McClelland</i>
Chief	<i>Hollis / FM</i>		Comp/Claims Unit	
Deputy	<i>Waldrup / FM</i>		Cost Unit	
Service Branch Dir.	<i>Gore / EMS</i>			
Support Branch Dir.	<i>Hollis / Fire Marshal</i>			
Supply Unit	<i>EMS / Health Dept / Hospitals</i>			
Facilities Unit	<i>Capps / Maintenance</i>		Prepared by (Resource Unit Leader)	
Ground Support Unit	<i>Linville (DES)</i>			
Communications Unit	<i>Tweed / Sheriff</i>			
Medical Unit	<i>Gore / EMS</i>			
Security Unit	<i>Sheriff</i>			
Food Unit	<i>Jail / Pardee / Park Ridge</i>			

DIVISION ASSIGNMENT LIST		1. Branch <i>Detection & Prevention</i>		2. Division/Group <i>Public Education</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief <i>Layne</i>		Division/Group Supervisor			<i>Coffey</i>		
Branch Director <i>Bridges</i>		Air Attack Supervisor No.					
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator	Leader	Number Persons	Trans. Needed	Drop Off PT./Time	Pick Up PT./Time		
<i>Public Information</i>	<i>Charping</i>	<i>1</i>	<i>N</i>				
<i>Public Information</i>	<i>Coulson</i>	<i>1</i>	<i>N</i>				
<i>First Responders</i>	<i>Gore</i>	<i>1</i>	<i>N</i>				
<i>Pardee</i>	<i>Erwin</i>	<i>1</i>	<i>N</i>				
7. Control Operations <i>All Press Releases must be approved by Incident Commander</i> <i>Develop pre-scripted materials regarding general flu vaccinations, disease control, and general protective actions.</i>							
8. Special Instructions <i>Ensure Bi-Lingual communications through appropriate media outlets</i>							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	<i>Cellular</i>			Support	<i>Cellular</i>		
Hospitals	<i>Cellular</i>			Emergency Mgmt	<i>Radio /</i>	<i>F-3</i>	<i>154.250</i>
EMS	<i>VHF Radio</i>	<i>EMS - 1</i>	<i>155.265</i>	Fire Depts	<i>VHF Radio</i>	<i>F-1</i>	<i>154.430</i>
Sheriff	<i>VHF Radio</i>	<i>HCSO - 1</i>	<i>155.595</i>	ARES	<i>VHF Radio</i>	<i>BW</i>	<i>146.640</i>
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

DIVISION ASSIGNMENT LIST		1. Branch <i>Detection & Prevention</i>		2. Division/Group <i>Disease Spread</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief		<i>Layne</i>		Division/Group Supervisor			
Branch Director		<i>Bridges</i>		Air Attack Supervisor No.			
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator		Leader	Number Persons	Trans. Needed	Drop Off PT./Time		Pick Up PT./Time
<i>Isolation</i>							
<i>Staff Protection</i>							
<i>Assembly restrict.</i>							
<i>PPE</i>							
7. Control Operations <i>Isolation and Quarantine may be required to stop disease spread</i> <i>Health Care and Emergency personnel must be provided with personal protective equipment</i>							
8. Special Instructions <i>Consider limiting school functions and other congregational activities</i>							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	Cellular			Support	Cellular		
Hospitals	Cellular			Emergency Mgmt	Radio /	F-3	154.250
EMS	VHF Radio	EMS - 1	155.265	Fire Depts	VHF Radi	F-1	154.430
Sheriff	VHF Radio	HCSO - 1	155.595	ARES	VHF Radi	BW	146.640
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

DIVISION ASSIGNMENT LIST		1. Branch <i>Detection & Prevention</i>		2. Division/Group <i>Detection</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief	<i>Layne</i>	Division/Group Supervisor					
Branch Director	<i>Bridges</i>	Air Attack Supervisor No.					
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator	Leader	Number Persons	Trans. Needed	Drop Off PT./Time	Pick Up PT./Time		
<i>Local Comm 's.</i>							
<i>Viral Cultures</i>							
<i>SFSS</i>							
<i>HANS</i>							
7. Control Operations <i>Local Health Care Communications are crucial to early detection and control of disease spread</i> <i>Continued participation in the State Flu Surveillance System and the Health Alert Network will provide effective communications with State and Federal agencies</i> <i>IT network and equipment is essential to facilitate effective communications</i>							
8. Special Instructions							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	<i>Cellular</i>			Support	<i>Cellular</i>		
Hospitals	<i>Cellular</i>			Emergency Mgmt	<i>Radio /</i>	<i>F-3</i>	<i>154.250</i>
EMS	<i>VHF Radio</i>	<i>EMS - 1</i>	<i>155.265</i>	Fire Depts	<i>/HF Radi</i>	<i>F-1</i>	<i>154.430</i>
Sheriff	<i>VHF Radio</i>	<i>HCSO - 1</i>	<i>155.595</i>	ARES	<i>/HF Radi</i>	<i>BW</i>	<i>146.640</i>
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

DIVISION ASSIGNMENT LIST		1. Branch <i>Detection & Prevention</i>		2. Division/Group <i>Vaccination</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief <i>Layne</i>		Division/Group Supervisor			Stanley		
Branch Director <i>Bridges</i>		Air Attack Supervisor No.					
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator		Leader	Number Persons		Trans. Needed	Drop Off PT./Time	Pick Up PT./Time
<i>Vaccine</i>							
<i>Nurses</i>							
<i>Documentation</i>							
<i>Facilities</i>							
<i>Logistics</i>							
7. Control Operations <i>Prioritize vaccinations pursuant to State guidelines</i>							
8. Special Instructions							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	Cellular			Support	Cellular		
Hospitals	Cellular			Emergency Mgmt	Radio /	F-3	154.250
EMS	VHF Radio	EMS - 1	155.265	Fire Depts	VHF Radio	F-1	154.430
Sheriff	VHF Radio	HCSO - 1	155.595	ARES	VHF Radio	BW	146.640
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

DIVISION ASSIGNMENT LIST		1. Branch <i>Medical Care</i>		2. Division/Group <i>Home Treatment</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief		<i>Layne</i>		Division/Group Supervisor			
Branch Director		<i>Hospitals</i>		Air Attack Supervisor No.			
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator		Leader	Number Persons	Trans. Needed	Drop Off PT./Time		Pick Up PT./Time
<i>Triage</i>							
<i>Basic Care</i>							
<i>Information</i>							
<i>Support Services</i>							
7. Control Operations <i>In order to assure the availability of Hospital resources patients with mild or moderate flu symptoms will be required to stay at home</i> <i>Support services will be required for persons without a family or neighbor support group</i>							
8. Special Instructions <i>Each homebound client should be instructed to contact with their physician if their condition deteriorates.</i>							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	Cellular			Support	Cellular		
Hospitals	Cellular			Emergency Mgmt	Radio /	F-3	154.250
EMS	VHF Radio	EMS - 1	155.265	Fire Depts	VHF Radio	F-1	154.430
Sheriff	VHF Radio	HCSO - 1	155.595	ARES	VHF Radio	BW	146.640
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

DIVISION ASSIGNMENT LIST		1. Branch <i>Medical Care</i>		2. Division/Group <i>Pardee Hospital</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief <i>Layne</i>		Division/Group Supervisor			<i>(Pardee)</i>		
Branch Director <i>(Pardee Admin)</i>		Air Attack Supervisor No.					
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator		Leader	Number Persons		Trans. Needed	Drop Off PT./Time	Pick Up PT./Time
<i>Additional Capacity</i>							
<i>Staffing</i>							
<i>Alternate Care Facility</i>							
7. Control Operations							
8. Special Instructions							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	Cellular			Support	Cellular		
Hospitals	Cellular			Emergency Mgmt	Radio /	F-3	154.250
EMS	VHF Radio	EMS - 1	155.265	Fire Depts	VHF Radi	F-1	154.430
Sheriff	VHF Radio	HCSO - 1	155.595	ARES	VHF Radi	BW	146.640
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

DIVISION ASSIGNMENT LIST		1. Branch <i>Medical Care</i>		2. Division/Group <i>Park Ridge</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief	<i>Layne</i>	Division/Group Supervisor		<i>(Park Ridge)</i>			
Branch Director	<i>PR Admin</i>	Air Attack Supervisor No.					
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator	Leader	Number Persons	Trans. Needed	Drop Off PT./Time	Pick Up PT./Time		
<i>Additional capacity</i>							
<i>Staffing</i>							
<i>Alternate care facility</i>							
7. Control Operations							
8. Special Instructions							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	<i>Cellular</i>			Support	<i>Cellular</i>		
Hospitals	<i>Cellular</i>			Emergency Mgmt	<i>Radio /</i>	<i>F-3</i>	<i>154.250</i>
EMS	<i>VHF Radio</i>	<i>EMS - 1</i>	<i>155.265</i>	Fire Depts	<i>VHF Radi</i>	<i>F-1</i>	<i>154.430</i>
Sheriff	<i>VHF Radio</i>	<i>HCSO - 1</i>	<i>155.595</i>	ARES	<i>VHF Radi</i>	<i>BW</i>	<i>146.640</i>
Prepared by (RESL)		Approved by (PSC)		Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>	

DIVISION ASSIGNMENT LIST		1. Branch <i>Support Services</i>		2. Division/Group <i>Homebound Meals</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
5. Operations Personnel							
Operations Chief	<i>Layne</i>	Division/Group Supervisor					
Branch Director	<i>Swift</i>	Air Attack Supervisor No.					
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator	Leader	Number Persons	Trans. Needed	Drop Off PT./Time	Pick Up PT./Time		
<i>Park Ridge Kitchen</i>							
<i>Pardee Kitchen</i>							
<i>Jail Kitchen</i>							
<i>Schools Kitchens</i>							
<i>Packaging</i>							
7. Control Operations							
8. Special Instructions							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	<i>Cellular</i>			Support	<i>Cellular</i>		
Hospitals	<i>Cellular</i>			Emergency Mgmt	<i>Radio /</i>	<i>F-3</i>	<i>154.250</i>
EMS	<i>VHF Radio</i>	<i>EMS - 1</i>	<i>155.265</i>	Fire Depts	<i>VHF Radi</i>	<i>F-1</i>	<i>154.430</i>
Sheriff	<i>VHF Radio</i>	<i>HCSO - 1</i>	<i>155.595</i>	ARES	<i>VHF Radi</i>	<i>BW</i>	<i>146.640</i>
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

DIVISION ASSIGNMENT LIST		1. Branch <i>Support Services</i>		2. Division/Group <i>Meal Delivery</i>			
3. Incident Name <i>Flu Pandemic</i>		4. Operational Period Date: <i>(insert Date)</i> Time: <i>(Insert Time)</i>					
Operations Chief							<i>Layne</i>
Branch Director							<i>Smith/COA</i>
Division/Group Supervisor							
Air Attack Supervisor No.							
6. Resources Assigned this Period							
Strike Team/Task Force/Resource Designator	Leader	Number Persons	Trans. Needed	Drop Off PT./Time	Pick Up PT./Time		
<i>Meals</i>							
<i>Scheduling</i>							
<i>Delivery</i>							
7. Control Operations <i>Meal temperatures must be maintained at 140 degrees for hot, 40 degrees for cold items</i>							
8. Special Instructions <i>Contact Health Department Nursing regarding medical assessment issues of homebound clients</i>							
9. Division/Group Communication Summary							
Function	System	Grp/Channel	Frequency	Function	System	Grp/Channel	Frequency
Command	Cellular			Support	Cellular		
Hospitals	Cellular			Emergency Mgmt	Radio /	F-3	154.250
EMS	VHF Radio	EMS - 1	155.265	Fire Depts	VHF Radio	F-1	154.430
Sheriff	VHF Radio	HCSO - 1	155.595	ARES	VHF Radio	BW	146.640
Prepared by (RESL)		Approved by (PSC)			Date <i>(insert Date)</i>		Time <i>(Insert Time)</i>

INCIDENT RADIO COMMUNICATIONS PLAN				Incident Name	Date/Time Prepared	Operational Period Date/Time
				<i>Flu Pandemic</i>	<i>(insert Date) (insert Date)</i>	<i>(insert Date) (insert Time)</i>
4. Basic Radio Channel Utilization						
Function	Radio Type/Cache	Group/Channel	Frequency/Tone	Assignment	Remarks	
Command	<i>Cellular</i>			<i>Command</i>		
Health Dept	<i>Cellular</i>			<i>Operations</i>		
Hospitals	<i>Cellular</i>			<i>Operations</i>		
EMS	<i>VHF Radio</i>	<i>EMS - 1</i>	<i>155.265</i>	<i>Operations</i>		
Sheriff	<i>VHF Radio</i>	<i>HCSO - 1</i>	<i>155.595</i>	<i>Operations</i>		
Emergency Mgmt	<i>VHF Radio / Cell</i>	<i>F-3</i>	<i>154.250</i>	<i>Planning / Logistics</i>		
Fire Depts	<i>VHF Radio</i>	<i>F-1</i>	<i>154.430</i>	<i>Ops / Logistics</i>		
ARES	<i>VHF Radio</i>	<i>BW</i>	<i>146.640</i>	<i>Planning / Logistics</i>		
5. Prepared by (Communications Unit)						

Medical Plan	Incident Name <i>Flu Pandemic</i>	Date Prepared <i>(insert Date)</i>	Time Prepared <i>(Insert Time)</i>	Operational Period <i>Insert Date/Insert Time</i>				
5. Incident Medical Aid Stations								
Medical Aid Stations	Location					Paramedics		
						Yes	No	
<i>Local Fire & Rescue Depts</i>							<i>X</i>	
6. Transportation								
A. Ambulance Services								
Name	Address			Phone	Paramedics			
					Yes	No		
<i>HC EMS</i>	<i>820 N Justice Street</i>			<i>4825</i>	<i>X</i>			
<i>Arc Angel Private Amb</i>	<i>1532 Haywood Road</i>			<i>60515</i>		<i>X</i>		
B. Incident Ambulances								
Name	Location					Paramedics		
						Yes	No	
<i>EMS - 6</i>	<i>820 N Justice Street, Hendersonville</i>					<i>x</i>		
<i>EMS - 9</i>	<i>820 N Justice Street, Hendersonville</i>					<i>x</i>		
<i>EMS - 10</i>	<i>820 N Justice Street, Hendersonville</i>					<i>x</i>		
<i>EMS - 11</i>	<i>820 N Justice Street, Hendersonville</i>					<i>x</i>		
<i>EMS - 17</i>	<i>Hwy 280, Mills River</i>					<i>x</i>		
<i>EMS - 18</i>	<i>Upward Road, East Flat Rock</i>					<i>x</i>		
7. Hospitals								
Name	Address	Travel Time		Phone	Helipad		Burn Center	
		Air	Grnd		Yes	No	Yes	No
<i>Pardee</i>	<i>800 N Justice Street, Hendersonville</i>			<i>6961000</i>	<i>X</i>			<i>X</i>
<i>Park Ridge</i>	<i>100 Hospital Drive, Fletcher</i>			<i>6848501</i>	<i>X</i>			<i>X</i>
8. Medical Emergency Procedures								
<i>All personnel should use maximum infection control measures to prevent disease spread. Clothing should be changed before and after work at the work site.</i>								

Outlook

Estimated Control Date: Time:	Projected Final Size	Estimated Final Cost	Tomorrow's Forecasted Weather Wind Speed: Temperature: Wind Direction: Relative Humidity:
Critical Resource Needs: 1. PPE for emergency personnel, health care workers and staff 2. Local Flu Surveillance System 3.			
Actions planned for next operational period:			
Projected incident movement/spread during next operational period:			
Major problems and concerns: The plans ability to address a flu pandemic will be greatly influenced by the percentage of Health Care, Emergency Personnel and Government Staff affected by the flu and the availability of vaccine and symptomatic treatments.			
For fire incidents, describe resistance to control in terms of: 1. Growth potential			
How likely is it that containment/control targets will be met, given the current resources and suppression strategy? Currently vaccine, symptomatic treatment drugs and personal protective equipment are insufficient			
Projected Demobe Start (date and time):			
Remarks:			
Prepared by:	Approved by:	Sent to: By:	Date Time:

Operational Planning Worksheet

Incident Name Flu Pandemic

Division/
Group/ Other
Location

Work Assignments

Division/ Group/ Other Location	Public Information	Vaccination	Detection	Disease Control	Home Treatment	Disease Treatment	Pardee Hospital	Park Ridge Hospital	Homebound Meals	Meal Delivery
D & P	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
D & P	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20	Req. 25 Have 5 Need 20
D & P	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
D & P	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
Med Care	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
Med Care	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
Med Care	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
Med Care	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
Support Services	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1
Support Services	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1	Req. 1 Have 0 Need 1

ICS-215 All Risk	Total Resources Required	Total Resources On Hand	Total Resources Needed

Pre-scripted Info (Eng)

Pre-scripted Info (SPAN)

Pre-scripted Info (STAFF)

Pre-scripted Info

Vaccine

Nurses

Facilities

HANS

SFSS

Viral cultures

Local Com. System (PI)

Isolation/Quarant.

PPE

Triage Nurses

Symptomatic Drugs

Ventilators

of Beds

Hospital Staff

Alternate Care Fac.

Meal Preparation Teams

Meal Delivery Teams

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**HENDERSON COUNTY
NORTH CAROLINA**

**County Manager's
Monthly Report**

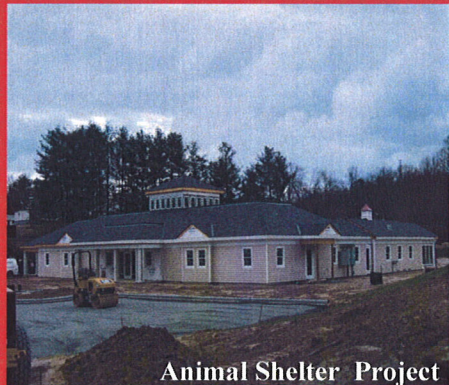
January 2006

**Justin B. Hembree
Interim County Manager**

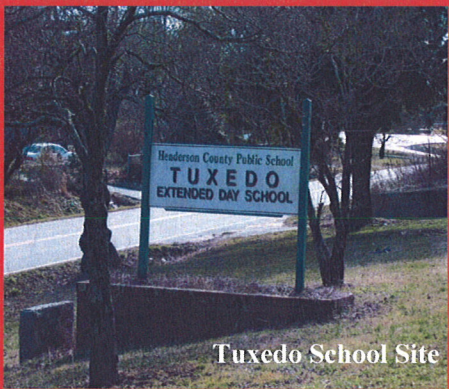
**Presented
January 18, 2006**



Human Services Building



Animal Shelter Project



Tuxedo School Site



Board of Elections



Strategic Plan Updates

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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
Goal 1: To implement Phase I of the 2020 County Comprehensive Plan.				
Strategy 1.1: Support the development of the industrial sector of the economy by implementing the recommendations of the Lockwood Greene Study. [E-01]				
1. Work with the Partnership for Economic Development and other entities to implement elements of the Lockwood Greene Study. [E-01-A]	<ul style="list-style-type: none"> Currently budgeting annual allocations to the Partnership based on the Lockwood Greene recommendations. Partnership activities ongoing. 		Ongoing	✓
a. Increase the supply of prepared industrial sites and buildings, and make them available on a cost competitive basis.			Ongoing	✓
2. Identify appropriate land to preserve for future industrial development. [E-01-B]	<ul style="list-style-type: none"> See below. 		FY 04-05 Ongoing	✓
a. Work with the Partnership for Economic Development to establish criteria to be used in identifying parcels appropriate for industrial development.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓
b. Gather GIS data representing each of the criteria.	<ul style="list-style-type: none"> Complete. 		Mar 05	✓
c. Develop GIS model to do county-wide, parcel-based analysis to locate parcels meeting all the criteria.	<ul style="list-style-type: none"> Complete. 		Mar 05	✓
d. Compare parcels identified through modeling with the "Committee of 100 Recommended Industrial Zones Map" (Map 8 in the CCP) and revise as necessary.	<ul style="list-style-type: none"> Complete. 		Apr 06	✓
e. Initiate processes to amend the CCP and the Official Zoning Map of Henderson County as needed to protect sites for industrial development.	<ul style="list-style-type: none"> Planning staff has revised the study based on recommendations from the Land Use Sub Committee and has forwarded those revised recommendations to the sub committee members. 		May 05	✓
f. Incorporate land regulation tools in the new Land Development Code to further protect identified parcels.	<ul style="list-style-type: none"> Ongoing. 		Dec 05 Ongoing	
Strategy 1.2: Support the development of the commercial sector. [E-02]				



Strategic Plan Updates

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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
1. Explore ways to support & expand programs & policies that promote local businesses & locally produced products. [E-02-C]	<ul style="list-style-type: none"> Partnership established "Shop Henderson County" program to promote local businesses in 2004. 		Ongoing	✓
Strategy 1.3: Promote appropriate, compatible tourism. [E-03]				
1. Participate in the development of a Heritage Tourism Plan. [E-03-D]	<ul style="list-style-type: none"> Heritage Tourism Plan is complete. Planning staff attended the presentation of the Henderson County Heritage Tourism Plan. 		FY 04-05	✓
a. Explore the options associated with the development of a regional excursion train.	<ul style="list-style-type: none"> Staff has asked Travel & Tourism to include this element within their Heritage Tourism Plan. 		FY 04-05	✓
2. Research the benefits of being designated as a national heritage area.	<ul style="list-style-type: none"> See action step 1 above. 		FY 05- 06	✓
Strategy 1.4: Pursue innovative approaches to regional economic development initiatives. [E-04]				
1. Identify and act upon opportunities for joint economic development projects with municipalities, neighboring jurisdictions, and area economic development entities. [E-04-E]	<ul style="list-style-type: none"> Board continues to meet with municipalities within the LGCCA. Board and staff working with other regional units of government on various projects. 		Ongoing	✓
2. Take a leadership role in developing the Asheville Regional Airport and its vicinity as a regional center of economic activity. [E-04-F]	<ul style="list-style-type: none"> Planning staff are participating in the Asheville Regional Airport terminal planning process. 		FY 04-05 In process	✓
3. Identify any economically distressed areas of the county and explore revitalization measures. [E-04-G]	<ul style="list-style-type: none"> To be developed during community planning process. 		Ongoing	✓
4. Pursue legislation and solicit regional and statewide support to further economic development initiatives. [E-04-H]	<ul style="list-style-type: none"> Board addressing this action step through involvement in legislative goals development. 		Ongoing	✓
5. Continue to budget funds annually for economic development initiatives. [E-04-I]	<ul style="list-style-type: none"> Funds currently included in the budget for economic 		Ongoing	✓



Strategic Plan Updates

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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.) development activities.	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
Strategy 1.5: Reduce Farmland Loss. [A-01]				
1. Promote and expand voluntary agricultural districts to minimize land use conflicts and to protect farmers' right to farm. [A-01-B]	<ul style="list-style-type: none"> Planning staff addressing this action step through subdivision review process. 		Ongoing	✓
2. Ensure that County-funded economic development programs and projects support farmland protection. [A-01-C]	<ul style="list-style-type: none"> Issue to be addressed as necessary. 		Ongoing	✓
Strategy 1.6: Expand access for agricultural enterprises to economic development and tourism promotion programs and support services. [A-02]				
1. Explore ways to make County economic development incentives more readily available to agriculture-related businesses. [A-02-D]			FY 05-06	
2. Provide maximum benefits under Present Use Valuation Taxation program. [A-02-E]			FY 07-08	
3. Provide ongoing training and technical assistance to farmers. [A-02-F]	<ul style="list-style-type: none"> To be addressed. 		Ongoing	
4. Promote agricultural products that are produced in Henderson County. [A-02-G]	<ul style="list-style-type: none"> To be addressed. 		Ongoing	
5. Identify an agricultural proponent or facilitator. [A-02-H]	<ul style="list-style-type: none"> To be addressed. 		FY 05-06	
Strategy 1.7: Minimize the potential for damage to personal property, infrastructure, and life due to flooding. [N-01]				
1. Adopt a Flood Hazard Prevention Ordinance. [N-01-A]	<ul style="list-style-type: none"> The Board of Commissioners adopted a Flood Damage Prevention Ordinance on 07/05/05 and established an effective date of 07/15/05. 		FY 04-05	✓
2. Enforce the Flood Hazard Prevention Ordinance.	<ul style="list-style-type: none"> Funds for administration and enforcement Flood Damage Prevention Ordinance, included the FY 05-06 Budget. Development & Enforcement Department currently recruiting 		FY 05-06 Ongoing	✓



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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
3. Investigate measures to maintain the open and free flow of all perennial streams in the county. [N-01-B]	<ul style="list-style-type: none"> To be addressed. 		Ongoing	✓
4. Consider participation in the National Flood Insurance Program.	<ul style="list-style-type: none"> Henderson County Flood Damage Prevention Ordinance has been forwarded for federal review. When federal review comments are received, staff will draft any required revisions. 		FY 05-06 In Process	
Strategy 1.8: Protect Water Quality. [N-02]				
1. Support water quality protection and restoration programs in each of the respective watershed districts in Henderson County. [N-02-C]	<ul style="list-style-type: none"> Board heard presentation on the Mud Creek Watershed and the Upper Broad in January 2005. 		Ongoing	✓
2. Identify and incorporate Sedimentation and Erosion Control standards and requirements into County land development ordinances. [N-02-D]	<ul style="list-style-type: none"> On 08/01/05 the Board of Commissioners voted to follow the original implementation schedule outlined in the Strategic Plan and CCP. 		FY 05-06	
3. Begin enforcement of Sedimentation and Erosion Control standards within County land development ordinances.			FY 06-07	
4. Identify and incorporate Stormwater Management standards and requirements into County land development ordinances. [N-02-E]	<ul style="list-style-type: none"> Staff is examining requirements as part of the Land Development Code development process. 		FY 05-06 In Process	
5. Begin enforcement of Stormwater Management standards within County land development ordinances.			FY 06-07	
Strategy 1.9: Promote development patterns that respect sensitive mountainous areas. [N-03]				
1. Maintain current protected mountain ridge requirements and improved enforcement. [CCP GMS]	<ul style="list-style-type: none"> Planning staff addresses this issue when it receives communications tower applications and during the subdivision review process. 		Ongoing	✓



Strategic Plan Updates

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Strategy 1.10: Identify and implement measures to protect the region's air quality. [N-04]				
1. Implement Early Action Compact plan elements for Henderson County. [N-04-A]	<ul style="list-style-type: none"> To be addressed. 		Ongoing	✓
Strategy 1.11: Protect key sites of historical and cultural significance from development. [N-05]				
1. Amend CCP Implementation Schedule to accommodate current cemetery issues.	<ul style="list-style-type: none"> Cemetery Committee established. County staff working to develop cemetery layer on GIS. Board approved CCP amendment process at 03/23/05 meeting. 	CCP implementation schedule amended to accommodate earlier progress on this issue.	Mar 05 Ongoing	✓
2. Conduct an inventory of historic/culturally significant sites/structures, as related to the cemetery issue. [N-05-A]	<ul style="list-style-type: none"> Cemetery Advisory Committee continues to meet regularly and address their goals and objectives. 		FY 05-06	✓
Strategy 1.12: Meet recreation needs through 2020. [R-01]				
1. Create a countywide recreation master plan. [R-01-A]			FY 06-07	
2. Utilize "Level of Service" analysis in recreation planning. [R-01-B]	<ul style="list-style-type: none"> Recreation to begin researching this issue. 		Ongoing	
3. Enhance recreational space requirements within land development ordinances. [R-01-C]	<ul style="list-style-type: none"> Staff has been researching and discussing tools to accomplish this action step through its work on the Land Development Code. 		FY 05-06	
4. Integrate public schools and recreation planning. [R-01-D]	<ul style="list-style-type: none"> To be addressed. 		Ongoing	
Strategy 1.13: Form a community and regional greenway network. [R-02]				
1. Integrate recreation and transportation planning. [R-02-E]	<ul style="list-style-type: none"> Preliminary bicycle map prepared by NCDOT as part of the Transportation Plan is currently under review by County staff and 		Ongoing	



Strategic Plan Updates

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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
2. Develop a strategy for the reuse of rail lines in Henderson County. [R-02-F]	community organizations.		FY 05-06	
Strategy 1.14: Identify and act upon practical options for inter-local cooperation and consolidation in recreation planning, funding, and management. [R-03]				
1. Identify staff responsible for grant acquisition. [R-03-G]			FY 05-06	
2. Promote the county's recreation infrastructure as an economic asset. [R-03-H]	<ul style="list-style-type: none"> Partnership currently addressing this issue via brochures and communications with potential industries moving to the area. 		Ongoing	✓
Strategy 1.15: Promote a diverse range of home ownership and rental opportunities. [H-01]				
1. Participate in the development of a countywide affordable housing plan. [H-01-C]	<ul style="list-style-type: none"> Complete. 		FY 05-06	✓
2. Develop a formal fair housing complaint procedure. [H-01-D]	<ul style="list-style-type: none"> Housing Planner updated existing procedure and has publicized it on County's homepage. 		FY 04-05	✓
3. Continue participation in the scattered site rehabilitation program and other similar federally and state-funded programs. [H-01-F]	<ul style="list-style-type: none"> 2005 CDBG Title Searches in progress. HOME applications to be presented in January. 		Ongoing FY 05-06	✓
4. Develop a, or support an existing, housing information center. [H-01-G]	<ul style="list-style-type: none"> Housing Planner finalized web site for housing information which is now accessible online. 		FY 06-07 Ongoing	✓
5. Lead the establishment of an affordable housing trust fund. [H-01-H]	<ul style="list-style-type: none"> Initial research being conducted to ascertain feasibility. 	Note: Mistake in date in Strategic Plan: CCP calls for Phase I/06-07 timeline.	FY-06-06 FY 06-07	
Strategy 1.16: Develop and maintain a high-quality transportation network, and continue to provide leadership at every level in transportation planning. [T-01]				
1. Adopt and implement a multi-modal transportation plan. [T-01-A]	<ul style="list-style-type: none"> On 4/28/05 the Transportation Advisory Committee (TAC) discussed the input it received at two public input sessions it held 		FY 05-06	



Strategic Plan Updates

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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
2. Identify and incorporate access management standards and requirements into County land development ordinances. [T-01-B]	<ul style="list-style-type: none"> in early April on the Preliminary Highway Map for the Phase I Comprehensive Transportation Plan (CTP) being prepared by NCDOT. The TAC will be forwarding the comments to the Board of Commissioners. Board of Commissioners endorsed Phase I Highway Map. 	Contract with consulting firm to carry over into FY 05-06.	FY 04-05 In process	
3. Continue to support public transportation in Henderson County. [T-01-C]	<ul style="list-style-type: none"> Staff has applied for a grant to further public transportation. 		Ongoing	✓
4. Integrate recreation and transportation planning. [T-01-D]	<ul style="list-style-type: none"> Preliminary bicycle map prepared by NCDOT as part of the Transportation Plan is currently under review by County staff and community organizations. 		Ongoing	
5. Continue active leadership of, and participation in, the French Broad River Metropolitan Planning Organization (FBRMPO). [T-01-E]	<ul style="list-style-type: none"> Board represented on the MPO TAC. Staff represented on the MPO TCC. 		Ongoing	✓
Strategy 1.17: Take a leadership role in sewer and water planning and work towards the regionalization of water and sewer policy-making and operations. [SW-01]				
1. Support the development of a countywide sewer and water master plan. [SW-01-A]	<ul style="list-style-type: none"> Sewer & Water Master Plan has been submitted to the LGCCA and County is waiting for each 		FY 04-05 In process	✓



Strategic Plan Updates

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2. Formalize and solidify the role of the LGCCA Joint Sewer & Water Advisory Council. [SW-01-B]	<ul style="list-style-type: none"> local government to submit comments. To be addressed. 		FY 05-06	
3. Integrate schools and sewer / water planning. [SW-01-E]	<ul style="list-style-type: none"> To be addressed. 		Ongoing	✓
4. Prioritize extensions to economic development sites. [SW-01-F]			FY 05-06	
Strategy 1.18: Maintain existing policies and programs, and explore further measures, to protect and enhance the quality of public drinking water sources. [SW-02]				
1. Continue to identify areas of septic failure and addressing these through existing remediation programs and through the countywide sewer and water master plan. [SW-02-H]	<ul style="list-style-type: none"> Areas of septic failure were used in the work of the Water and Sewer Advisory Committee to develop the draft Sewer and Water Master Plan. 		Ongoing	✓
Strategy 1.19: Take a leadership role in school facilities planning. [PS-01]				
1. Continue to participate in the Joint Schools Facilities Committee.	<ul style="list-style-type: none"> Board of Commissioners is currently represented on the Committee, as well as County staff. 		Ongoing	✓
Strategy 1.20: Promote schools to function as focal points for communities. [PS-02]				
1. Develop a long-range public school facilities master plan. [PS-02-A]			FY 06-07	
2. Consider incorporating mechanisms that link public school capacity and long-range public schools master plans to the land development permitting process into County land development ordinances. [PS-02-B]			FY 06-07	
3. Establish site selection criteria for new schools and site design criteria for all schools. [PS-02-C]	<ul style="list-style-type: none"> To be addressed. 		FY 05-06	
Strategy 1.21: Direct growth to areas where essential services and infrastructure are present, and protect sensitive natural areas and key historic / cultural resources from extensive development. [GMS-01]				
1. Manage land uses according to the Growth Management Strategy and the Future Land Use Map. [GMS-01-A]	<ul style="list-style-type: none"> Planning staff reviews development proposals in light of 		Ongoing	✓



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2. Develop a Land Development Code (i.e. Zoning Ordinance Rewrite).	<ul style="list-style-type: none"> • Draft presented to BOC 12/15/05. • Staff presented portions of draft LDC to EAC at 12/01/05 meeting and agreed to present again at special meeting in early Feb. Also scheduled meetings in Feb. with Homebuilders Assoc and other groups. Meeting with core group from the Board of Realtors in Jan. 		FY 05-06 In Process	
a. Consolidate existing land development ordinances into a single Land Development Code. [GMS-01-B]	<ul style="list-style-type: none"> • To be addressed. 		FY 05-06	
b. Incorporate principles from the Growth Management Strategy into a new Land Development Code (i.e. quality of life standards, such as programs reducing the numbers of junked or abandoned manufactured homes and vehicles; see page 139, CCP). [GMS-01-C]	<ul style="list-style-type: none"> • To be addressed. 		FY 05-06	
c. Revise County ordinances to allow the private sector to develop a broad range of housing choices. [H-01-A]	<ul style="list-style-type: none"> • To be addressed. 		FY 05-06	
d. Maintain an adequate supply of land zoned to allow the placement of manufactured housing in appropriate areas, and improve the appearance, quality, design, and maintenance of manufactured homes and the lots and manufactured home parks in which they are located.	<ul style="list-style-type: none"> • To be addressed. 		FY 05-06	
3. Adopt and begin enforcing the Land Development Code. [GMS-01]			FY 06-07	
Strategy 1.22: Coordinate planning with the County's municipalities and other governments within the region. [GMS-02]				



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1. Present the Henderson County 2020 Comprehensive Plan to the county's municipalities, and obtain their support and suggestions for improvement. [GMS-02-D]			FY 05-06	✓
2. Develop a Joint Land Use Planning Program with the municipalities, administered through the LGCCA. [GMS-02-E]	<ul style="list-style-type: none"> To be addressed. 		FY 05-06	
3. Study the use and application of impact fees and other alternative revenue sources in order to support service provision and to reduce the impacts of growth upon the property tax rate. [GMS-02-F]	<ul style="list-style-type: none"> Planning staff has performed research on this issue. 	Dependent on legislative actions.	FY 04-05	✓
Strategy 1.23: Begin the community planning process. [CCP, Section 4, Implementation Steps]				
1. Amend the CCP Implementation Schedule in order to accommodate for the completion of the Land Development Code.	<ul style="list-style-type: none"> Board approved CCP amendment process at 03/23/05 meeting. 		Mar 05	✓
2. Begin the NC 191 South/Mills River East small area plan.	<ul style="list-style-type: none"> Initial community meeting held 12/06/05 to inform residents of the planning process and timeline and to gather community input. 		FY 05-06 In Process	
3. Begin the Etowah / Horseshoe / Mills River South small area plan.	<ul style="list-style-type: none"> Initial community meeting held 12/19/05 to inform residents of the planning process and timeline and to gather community input. 		FY 05-06 In Process	
4. Begin the East Flat Rock / Upward Road small area plan.			FY 06-07	
5. Begin the Howard Gap Road small area plan.			FY 06-07	
Goal 2: To improve service delivery to the County's citizens via technology enhancements.				
Strategy 2.1: Develop a funding plan to upgrade the current wireless emergency communications system.				
1. Research options for upgrading the current wireless communications system.	<ul style="list-style-type: none"> Staff researching options for upgrading current system. 		July 06	



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2. Determine the resources necessary to upgrade the current communications system.			Aug 07	
3. Begin building reserves for the system.	<ul style="list-style-type: none"> To be addressed. 		Begin July 06	
4. Develop a timeline for implementation.			Begin Aug 07	
Strategy 2.2: Update the County's Strategic Information Technology Plan (SITP) to enhance services to the County's citizens.				
1. Research options for technology enhancements such as County extranet ¹ and intranet ² .	<ul style="list-style-type: none"> Staff continues to identify ways to implement technology enhancement efficiently. 		July 05	✓
2. Present SITP for review.	<ul style="list-style-type: none"> IT staff currently revising previously-submitted draft per management's direction to better correspond with the Strategic Plan. 		Dec 05	✓
3. Budget for technology enhancements.			June 06	
4. Implement technology enhancements.			FY 06-07	
Strategy 2.3: Address the needs of the County's Board of Elections with regard to facilities and technology.				
1. Research the State's guidelines for electronic voting equipment.	<ul style="list-style-type: none"> State Board of Elections certified 2 vendors' equipment, but 1 vendor withdrew from the certification process. 		Summer-05 Nov-05 Dec 05	✓
2. Work with the Board of Elections & Elections Supervisor in addressing facility needs.	<ul style="list-style-type: none"> Elections waiting on State Board of Elections' approval for splitting the Fletcher voting district into two voting precincts for the 2006 Elections: Fletcher Library and Fletcher Elementary School. 	<ul style="list-style-type: none"> Splitting the precinct is subject to approval by the State Board of Elections. 	Summer-05 May 06	✓
3. Develop a funding plan for the purchase of the necessary	<ul style="list-style-type: none"> See #1 above. 	<ul style="list-style-type: none"> County must place order 	Summer-05	

¹ Advanced online services for citizens: Enables the County to increase the availability of services such as online business personal property listings for taxes and construction permitting.

² Development of an internal website geared toward county employees. High-speed Internet access enables us to distribute a variety of information and services to our employees.



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equipment.	<ul style="list-style-type: none"> Staff to begin developing a funding plan for equipment upon receiving the County Board of Elections' recommendation and Board of Commissioners approval. 	<ul style="list-style-type: none"> for equipment by 01/20/2006. 	Nov 05 Jan 06	
4. Include funding for voting equipment within the FY 05-06 Budget.	<ul style="list-style-type: none"> Board to hear an update at 01/18/2006 meeting. 		Ongoing Jan 06	
5. Address facility needs for one-stop voting via funding within the FY 05-06 Budget.	<ul style="list-style-type: none"> One-stop voting will be available during the upcoming elections at Flat Rock and Fletcher in addition to the Elections main office. 		Dec 05 Ongoing	✓
Goal 3: To improve the County's financial position				
Strategy 3.1: Increase the amount of undesignated fund balance to a minimum of 12%.				
1. Research examples of fund balance policy statements.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓
2. Determine practical methods for improving fund balance reserves.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓
3. Draft fund balance policy statement.	<ul style="list-style-type: none"> Complete. 		Mar 05	✓
4. Adopt/implement policy statement.	<ul style="list-style-type: none"> Policy approved 04/20/05. 		Apr 05	✓
Strategy 3.2: Develop a debt issuance policy.				
1. Research other entities' policy examples.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓
2. Draft policy statement.	<ul style="list-style-type: none"> Complete. 		Mar 05	✓
3. Board Review and approval.	<ul style="list-style-type: none"> Approved 03/23/05. 		Mar 05	✓
4. Monitor for compliance annually during budget process and development of CIP.	<ul style="list-style-type: none"> Ongoing monitoring. 		Ongoing	✓
Goal 4: To evaluate County programs in context of the mission statement and service delivery expectations.				



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Strategy 4.1: Implement the Compensation & Classification Study.				
1. Review draft of study including implementation plan.	• Complete.		April 05	✓
2. Evaluate implementation plan in terms of budgetary implications.	• Complete.		Apr 05	✓
3. Incorporate Project Team recommendations in FY 05-06 Manager's Recommended Budget.	• Complete.		May 05	✓
4. Board of Commissioners' review of recommendation during budget process.	• Board approval of 3 year implementation schedule.		May-June 05	✓
5. Implementation of study.	• Complete.		July-05 Oct 05	✓
Strategy 4.2: Develop a plan to address service delivery needs for the non-English speaking population.				
1. Assess departmental interactions with non-English speaking population to determine level of language barriers.	<ul style="list-style-type: none"> • Departmental assessment complete. • Committee to be formed to research solutions. See #2 below. 		July-Sept 05	✓
2. Research options to improve service delivery to this population.	• Presented 12/15/05.		Sept-Oct 05	✓
3. Implement strategies to improve service delivery to this population.	• Dependent on Board's direction.		Oct 05 In process	✓
Strategy 4.3: Develop a plan to address service delivery needs for the County's aging population.				
1. Review regional plan in light of local levels of "aging" population.	• Complete.		Oct 05	✓
2. Establish local responsibilities for planning and providing advice to Board of Commissioners and Social Services Board on aging issues.	• Public/private committee to be convened to advise DSS and BOC.		Dec 05	✓
3. Assess local service needs for aging populace.	• Complete.		Sept-Oct 05	✓
4. Create a plan for meeting service needs.			FY 06-07	
Strategy 4.4: Develop a Central Enforcement & Permitting Plan.				



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1. Develop goals and objectives for plan.	<ul style="list-style-type: none"> Preliminary goals endorsed by the Board of Commissioners. Complete. 		Jan 05	✓
2. Develop plan for centralized enforcement and permitting process to include cross-training of functions.			July 05 Sept 05	✓
3. Incorporate central enforcement and permitting process into facility transition plans.			Jan 05-Sept 06	
4. Fully implement centralized enforcement and permitting process.			Sept 06	
Strategy 4.5: Perform a general countywide ordinance review.				
1. Develop staff focus groups to review assigned ordinances.	<ul style="list-style-type: none"> See Strategy 4.4 above. 	Timeframe dependent on Strategy 4.4.	July 05 TBD	
2. Develop possible revisions to ordinances.	<ul style="list-style-type: none"> Board approved minor changes to ordinances on 08/01/05. In process. 		July 05-June 06 July 05-June 06	
3. Present revisions to Board for review and adoption.	<ul style="list-style-type: none"> To be addressed. 		Aug 05-July 06	
Goal 5: To implement the projects within the Capital Improvements Program.				
Strategy 5.1: Complete the Jail Demolition Project.				
1. Complete planning phase.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓
2. Bid project.	<ul style="list-style-type: none"> Complete. 		Mar 05 June 05	✓
3. Award contract for project.	<ul style="list-style-type: none"> Complete. 		June 05	✓
4. Construction completion.	<ul style="list-style-type: none"> Complete. 		Sept 05	✓
Strategy 5.2: Complete the construction of a new Animal Shelter.				
1. Complete planning phase.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓



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2. Bid project.	<ul style="list-style-type: none"> Complete. 		Mar-05 Apr 05	✓
3. Award contract for project.	<ul style="list-style-type: none"> Complete 		May 05	✓
4. Begin construction.	<ul style="list-style-type: none"> See monthly CIP report. 		June 05 Ongoing	✓
5. Complete construction.			Mar 06	
6. Occupy new shelter.			Apr 06	
Strategy 5.3: Complete the renovation of the Historic Courthouse.				
1. Complete planning phase.	<ul style="list-style-type: none"> See monthly CIP report. 		July-05 Sept-05 Nov-05 Feb 06	
2. Bid project.	<ul style="list-style-type: none"> See monthly CIP report. 		Oct 05 Nov/Dec-05 Mar 06	
3. Award contract for project.	<ul style="list-style-type: none"> See monthly CIP report. 		Nov-05 Dec/Jan-06 Apr 06	
4. Begin construction.			Jan-06	
5. Complete construction.			Dec-06 Dec 07	
6. County Administration relocates to the Historic Courthouse.			Jan-07 Jan 08	
Strategy 5.4: Complete the construction of the Human Services Building.				
1. Complete planning phase.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓
2. Bid project.	<ul style="list-style-type: none"> Complete. 		Mar 05	✓
3. Award contract for project.	<ul style="list-style-type: none"> Complete. 		Apr 05	✓
4. Begin construction.	<ul style="list-style-type: none"> See monthly CIP report. 		May 05 Ongoing	✓



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5. Complete construction.			May-06 July-06 Aug-06	
6. Social Services, Health, and Veterans Services relocate to the new human services building.			June-06 Aug-06 Sept-06	
Strategy 5.5: Complete the facility transition planning included within the Capital Improvements Program.³				
1. Complete the acquisition process for the former City Water Building.	• Complete		May 05	✓
2. Relocation of the Sheriff's Patrol Division to the former City Water Building. See footnote #3.	• Complete	See footnote #3 regarding the amendment to the Strategic Plan.	June 05	✓
3. Study the feasibility of housing the Rescue Squad in the former City Water Building as well.	• Complete	See footnote #3 regarding the amendment to the Strategic Plan.	TBA	✓
4. Land Development Departments relocate to former Health Department building.			Sept 06	
Strategy 5.6: Complete the construction of the Solid Waste 2nd Bay of Transfer Station.				
1. Award engineering contract.	• Board approved design contract on 02/16/05.		Mar 05	✓
2. Complete designs.	• Staff expects to receive final design plans and bid documents within 60 days.		Nov-05 Jan 06	
3. Bid project.	• Staff anticipates bidding project by February.		Nov-05 Feb 06	
4. Award construction contract.	• Staff anticipates beginning construction by April 2006.		Jan 06 Mar 06	

³ Board of Commissioners amended the Strategic Plan to allow for County Administration to stay in its current location at 100 North King Street, but to move the Patrol Division of the Sheriff's Department to the former City Water Building and to study the feasibility of housing the Rescue Squad within that building as well. Amendments to the Strategic Plan are shown in bold.



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5. Complete construction.			Jan 07	
Strategy 5.7: Complete relocation of the County's EMS main station.				
1. Negotiate with Pardee Hospital for financial assistance for relocation of EMS Main Station.	<ul style="list-style-type: none"> Staff transitions may affect negotiations regarding the EMS Main Station relocation. 		FY-05-06 FY 06-07	
2. Analyze long-term feasibility of utilization of former City Water Department Building as EMS Main Station.			FY-05-06 FY 06-07	
3. If feasible, develop a plan for utilization of building and construction of ambulance bays.			FY-05-06 FY 06-07	
Strategy 5.8: Occupancy of the new EMS Southeastern Substation.				
1. Approval of lease contract with Park Ridge Hospital for the facility.	<ul style="list-style-type: none"> Complete. 		Jan 05	✓
2. Occupy the facility.	<ul style="list-style-type: none"> Complete. 		Feb 05	✓
Strategy 5.9: Begin the planning and design for a multi-use recreation building in the Edneyville community.⁴				
1. Recreation Advisory Board to begin work with architect to design building.	<ul style="list-style-type: none"> Complete. 		Mar 05	✓
2. Development of a public input plan for development of building.	<ul style="list-style-type: none"> Complete. 		Mar 05	✓
3. Set aside funds in capital reserve for funding a PARTF grant match.	<ul style="list-style-type: none"> Complete. 		July 05	✓
4. Develop a PARTF grant application for multi-use recreation building.	<ul style="list-style-type: none"> The Edneyville PARTF grant application has been submitted. 		Nov-Dec 05 Complete	✓
Strategy 5.10: Development and implementation of plans for Etowah Library.				
1. Coordinate with community committee to locate possible site for new branch library in Etowah.	<ul style="list-style-type: none"> Staff has made initial contact concerning availability of land. 		FY 05-06 In process	
2. Begin planning and design for new branch library.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06	
3. Bid project.			FY 06-07	

⁴ The Board of Commissioners revised the Strategic Plan, Strategy 5.9, to include "in the Edneyville community" on October 3, 2005.



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4. Award contract for project.			FY 06-07	
5. Begin construction.			FY 06-07	
Strategy 5.11: Development and implementation of plans for Tuxedo Library & Park.				
1. Await decision by County Board of Education to declare the current Tuxedo School property as surplus.	<ul style="list-style-type: none"> Property declared surplus Appraisal obtained – amount of \$480,000. 		Spring 05	✓
2. Collaborate with the Library Board of Trustees and the Recreation Advisory Board to determine possible uses for the Tuxedo property.	<ul style="list-style-type: none"> Board to hear presentation on this issue at 01/18/2006 meeting. 		FY 05-06 In process	
3. Demolition of former school buildings.	<ul style="list-style-type: none"> To be determined. 		FY 05-06	
4. Begin planning and design for project.	<ul style="list-style-type: none"> To be determined. 		FY 05-06	
5. Bid project.			FY 06-07	
6. Begin construction.			FY 06-07	
Strategy 5.12: Continue collaboration with Public Schools and Community College representatives to finalize and implement facility plans.				
1. Continue to work with the Joint School Facilities Meetings to discuss Public Schools' projects.	<ul style="list-style-type: none"> Board and staff continues to work with Public Schools' representatives on facilities. Next meeting scheduled for 01/18/2006. 		Jan 05 Ongoing	✓
2. Create a Joint Community College Facility Committee.	<ul style="list-style-type: none"> Meeting held 01/4/06. 		Feb 05 Ongoing	✓
3. Work collaboratively with both entities to develop financing packages for facility construction.	<ul style="list-style-type: none"> Financing information to be presented at the Board's 01/18/2006 meeting. 		FY 05-06 Ongoing	✓
Strategy 5.13: Address the need for a fourth courtroom within the new Courthouse facility.				
1. Work with the County's Central Services Department to develop plans to accommodate for a fourth courtroom within the new Courthouse.	<ul style="list-style-type: none"> Complete. 		Jan 05 Ongoing	✓
2. Begin relocation / renovations necessary to accommodate	<ul style="list-style-type: none"> Complete. 		Aug 05	✓



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the new courtroom.			Oct 05	
Goal 6: To pursue joint efforts for intergovernmental, public-private, and regional partnerships				
Strategy 6.1: Incorporate the elements of the Water and Sewer Master Plan.				
1. Complete draft of plan.	• Complete.		FY 05-06	✓
2. Review plan in terms of compliance with county plans.	• Complete.		FY 05-06	✓
3. Prioritize implementation steps.	• Complete.		FY 05-06	✓
4. Board adoption.	• Complete.		FY 05-06	✓
5. Determine monitoring process.			FY 06-07	
Strategy 6.2: Implement the current Solid Waste Management Plan.				
Secure proposals for hauling and disposal of municipal solid waste.	• Board approved proposal at August meeting.		July 05	✓
1. Negotiate long term contracts for municipal solid waste management.	• Complete.		Aug 05	✓
2. Execute contract.	• Complete.		Oct 05	✓
Strategy 6.3: Cooperate with other entities to address crisis stabilization for mental health services.				
1. Monitor manner in which MOE funds are being expended.	• Staff continues to monitor funded programs and overall cash flow issue.		Ongoing	✓
2. Work through Western Highlands to develop a plan for implementing a crisis stabilization system to address the reduction of beds in state mental institutions.	• Continue to wait for State to establish Medicaid rates. • Second draft of crisis stabilization facility plans reviewed and commented upon by LME staff.		Jan 05-Jan 06 Ongoing	✓
Strategy 6.4: Address the Regional Water Agreement issues.				
1. Review current agreement in terms of dissolution of water authority.	• Board heard presentation from Jon Laughter regarding the water agreement in January.		Jan 05 Ongoing	✓



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2. Begin negotiations with City of Asheville, Buncombe County, and the City of Hendersonville regarding agreement.	<ul style="list-style-type: none"> Board and staff have begun dialogue with municipalities regarding agreement. 		Feb 05 Ongoing	✓
3. Reach resolution on issue.	<ul style="list-style-type: none"> Continuing negotiations with City of Hendersonville and City of Asheville. 		Feb-June 05 Ongoing	
4. Consider working with joint meeting of involved entities on resolution of agreement.	<ul style="list-style-type: none"> See above. 		Feb-June 05 Ongoing	
5. Consider working with legislative delegation on resolution of water agreement.			Feb-June 05	
6. Consider establishment of regional water authority.			Feb-June 05	
Strategy 6.5: Address cable franchise renewal process.				
1. Present charter to the LGCCA.	<ul style="list-style-type: none"> Complete. 			✓
2. Present committee charter revisions to Board for approval.	<ul style="list-style-type: none"> Complete. 			✓
3. Appoint committee members to work with staff and consultant throughout informal negotiation period.	<ul style="list-style-type: none"> Draft franchise agreement to be presented to the County and municipalities in December. 		Mar-05 Dec 05	
Strategy 6.6: Address the Airport Authority Board issue.				
1. Enter into negotiations with Airport Authority Board regarding County participation.	<ul style="list-style-type: none"> Board designated Commissioner McGrady as the County's representative (non-voting status) to attend Airport Authority meetings at 10/19/05 Board meeting. 		Jan-Feb 05	✓
Strategy 6.7: Begin the process of transitioning into direct sub recipient of transit program.				
1. Negotiate funding agreement with NCDOT for state support of local public transit system.	<ul style="list-style-type: none"> NCDOT proposal has been received and reviewed. 		Jan-June 05 Ongoing	✓
2. Review and execute formal contract with federal government.	<ul style="list-style-type: none"> Board accepted NCDOT proposal; Deadline extended until July 06. 		Apr-06 July 06	



Strategic Plan Updates

Note: Shaded areas are action steps that extend beyond a two month period and therefore action was not required at the time of this monthly update. Updates in current status, significant changes, target dates, and completions are presented in red.

GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
3. Develop the resources necessary to carry out program.	<ul style="list-style-type: none"> See above. 	None	Apr-06 July 06	

General Projects Updates

Project Description: (Name/description of project)	Current Status of Project (Includes most recent activity)	Immediate Steps Forward: (Upcoming project activities)	Significant Project Changes: (Changes in timeline or scope.)	Projected Completion Date:
Mills River Sewer Project	<ul style="list-style-type: none"> Phase I complete. Phase II (school line) complete. 	<ul style="list-style-type: none"> Phase III expected to be finished by end of March 2006. 	None	Feb-06 Mar 06

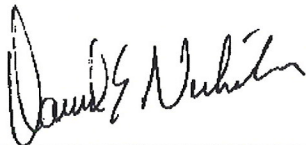
HENDERSON COUNTY CAPITAL PROJECTS MONTHLY UPDATE

UPDATE MONTH	January 2006
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PROJECT NAME	Historic Courthouse Rehabilitation
Budget	\$ 9,300,000
Estimated Completion Date	December 2007

MONTHLY REPORT: Progress / Change Orders
<p>The Board received a new updated schedule at your December 15, 2005 meeting. This schedule is the basis for the current design timeframe. Mock-up drawings of the new community room are being developed at the request of the Historic Courthouse Corporation. A new parking lot design with two driveways has been developed and provided to the City of Hendersonville.</p>

PROJECT COORDINATOR'S COMMENTS: Upcoming Issues
<p>Based on the schedule, bid design should be at 80% in early February with competition scheduled for early March. An on-site coordination meeting will be held the week of January 16th, to review the red-line plans and specs with all parties.</p>



Signed _____

1/10/06
Date _____



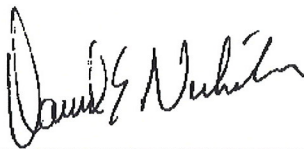
HENDERSON COUNTY CAPITAL PROJECTS MONTHLY UPDATE

UPDATE MONTH	January 2006
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PROJECT NAME	Human Services Building
Project Budget	\$ 12,195,910
Estimated Completion Date	August 2006

MONTHLY REPORT: Progress / Change Orders
<p>Good progress continues on the Human Services Building. There is a major effort to 'dry-in' the building due to the winter weather. Work has focused on the installation of the roof membrane and insulation. This will allow for temporary heat and for the beginning of the installation of the drywall in the next week or so.</p> <p>Scaffolding is being used to install the brick and stucco on the exterior of the building. And wall and door framing and sheathing and HVAC duct work is continuing. Several small change orders have been processed for changes in the millwork, a drop off parking space for DSS and keying,</p>

PROJECT COORDINATOR'S COMMENTS: Upcoming Issues
<p>I have been working on furniture for the building with a proposed supplier and the two departments. Henderson County has several options for furniture purchase including developing a bid package or utilizing State Contract or G.S.A. (federal contracts). It is staff's recommendation that it is in the best interest to utilize either one of the already negotiated contracts for purchase of furniture in order to use a much larger bidding market. We are also working on telephone and computer networks for the building.</p> <p>As for the actual construction, progress remains good on the project. The contractor has done a good job on the project and coordinating the various sub-contractors.</p>



Signed _____

1/10/06
Date _____



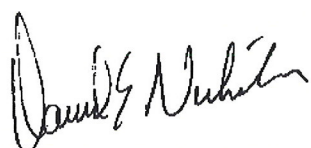
**HENDERSON COUNTY
CAPITAL PROJECTS
MONTHLY UPDATE**

UPDATE MONTH	January 2006
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PROJECT NAME	Animal Shelter Construction
Project Budget	\$ 1,577,500
Estimated Completion Date	March 2006

MONTHLY REPORT: Progress / Change Orders
<p>The construction continues at the Shelter at or slightly ahead of schedule. There seems to be no major problems in meeting schedule and finishing the building on time. The important fund raising efforts are continuing with an emphasis on informing the community on the importance of the shelter and its additional needs. A couple of change orders are being developed by the architect. The first is the ceramic carpet that has been discussed in the prior two monthly updates. The other change order for approximately \$1,100 due to a change in the electrical breaker system because on a change in an electrical motor by the manufacturer.</p>

MANAGER'S COMMENTS: Upcoming Issues
<p>I have been working on the furniture, interior and exterior signage, owner-provided appliances. We are discussing the leasing of the telephone and paging system. The building is scheduled to be completed in March. Plans will need to be developed for an open house in the weeks to come.</p>



Signed _____

1/10/06
Date _____

