

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.

	<u>NAME</u>	<u>ADDRESS</u>	<u>ISSUE</u>
1.	<u>Jim E. Orr</u>		<u>Centennial Celebration</u>
2.	<u>Dick Thompson</u>	<u>Brevard</u>	<u>DUPONT FOREST</u>
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			

STATE OF NORTH CAROLINA

COUNTY OF HENDERSON

DRAFT

LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Agreement"), made and entered into this ____ day of _____, 2005, by and between the [NAME OF OWNER OF REAL ESTATE] (hereinafter referred to as "Lessor") and the County of Henderson, a body corporate and politic (hereinafter referred to as "Lessee").

STATEMENT OF PURPOSE

Lessor operates "The Curb Market" on premises located at the northwest corner of Church Street and Second Avenue West in the City of Hendersonville, North Carolina. These premises are bounded on the east by Church Street, on the South by Second Avenue West, on the west by Washington Street, and on the north by the Lessor's property line. Lessee desires to lease that portion of these premises used for parking purposes ("the parking area"). Lessee and Lessor are in agreement for the Lessor to lease the parking area to the Lessee on the terms stated herein.

NOW THEREFORE, and subject to the terms and conditions hereinafter set forth, Lessor does hereby lease and let unto Lessee the parking area, together with all privileges and appurtenances thereto, upon the following terms and conditions:

1. The term of this Agreement shall commence as of 1 January 2006, and shall expire at 11:59 p.m. on 31 December 2010, unless otherwise renewed by the parties.
2. Lessee, its elected or appointed officials, agents and employees, and persons who are parking while on business with the Lessee (including but not limited to attending or scheduling meetings or appointments with or of the Lessee, its boards, committees, elected or appointed officials or employees, and attending exhibitions of the Lessee or its tenants, such meetings, appointments and exhibitions collectively referred to here in as "Events") shall be entitled to use the parking area during times when the Lessor is not operating "The Curb Market", but in any event the following times: all day on Sundays, Mondays, Wednesdays, and Fridays of each week; and, such times after the close of The Curb Market (but in any event after 4:00 p.m.) on Tuesdays, Thursdays and Saturdays of each week.
3. In payment for the use of the parking area, Lessee shall pay to the Lessor the sum of One Thousand Dollars (\$1,000) per month, due and payable on the fifth day of each month, with the first such payment due 5 January 2006.
4. Lessee shall, at its sole expense, post signs explaining when the parking area can be used by the Lessee, its elected or appointed officials, agents and employees, and persons who are parking while on business with the Lessee, and noting that violators of this policy are subject to being towed by the Lessor at the violator's expense.
5. The parties agree that they will re-examine this agreement, and particularly any impairment of the use of the parking area by the operators and patrons of The Curb Market during Tuesdays, Thursdays and Saturdays of each week resulting from the use of the parking area by the Lessee, its elected or appointed officials, agents and employees, and persons who are parking while on business

with the Lessee at Events. Should a significant impairment affecting the business of The Curb Market be determined to exist by the parties, the Lessee shall consider other means of enforcing restrictions on its use of the parking area on Tuesdays, Thursdays and Saturdays prior to 4:00 p.m.

6. Lessee agrees that it will not during the term of this agreement operate, nor allow the operation of, a farmer's market or other farm produce sales activities on premises directly controlled by it within a one block radius of the Henderson County Historic Courthouse (located on the block bounded by Main Street, Church Street, First Avenue and Second Avenue within the City of Hendersonville, North Carolina.

7. Lessee's liability insurance would cover any liability (up to the limits of such policy) resulting from the operation of the parking area pursuant to this agreement.

8. Should the parties agree that the parking area is in need of repair (repaving, painting, sealing or the like), the parties shall share equally the cost of the same.

9. This instrument contains the entire agreement between the parties hereto with respect to Lessee's occupancy of the Unit, and all prior and contemporaneous agreements are merged herein, and this instrument shall not be altered or modified except in writing and signed by all parties hereto.

WITNESS our hands and seals as of this day and year first above written.

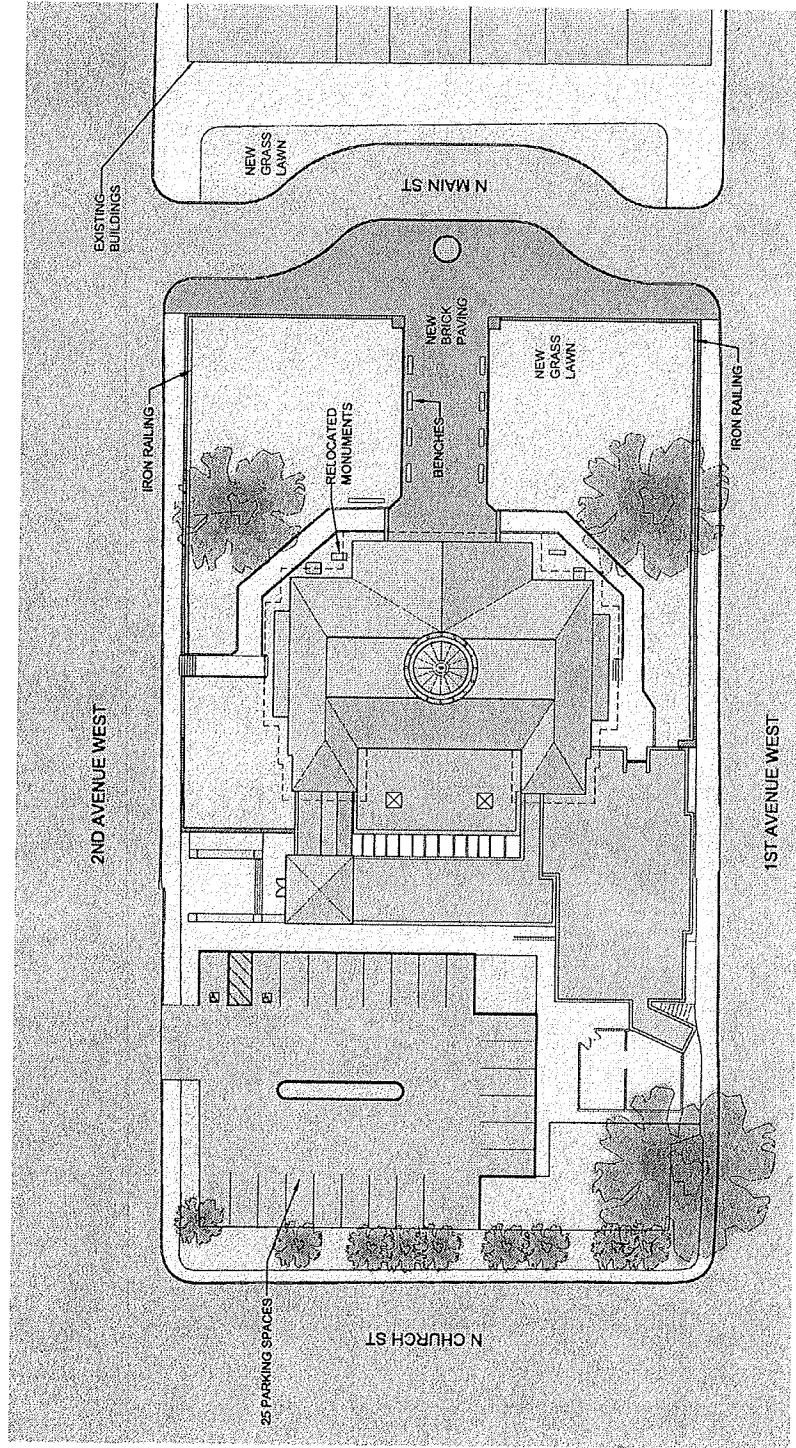
LESSOR:

By: _____
Name
Position of Signor

LESSEE:

By: _____
WILLIAM L. MOYER
Chairman, Henderson County Board of Commissioners

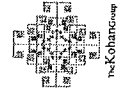
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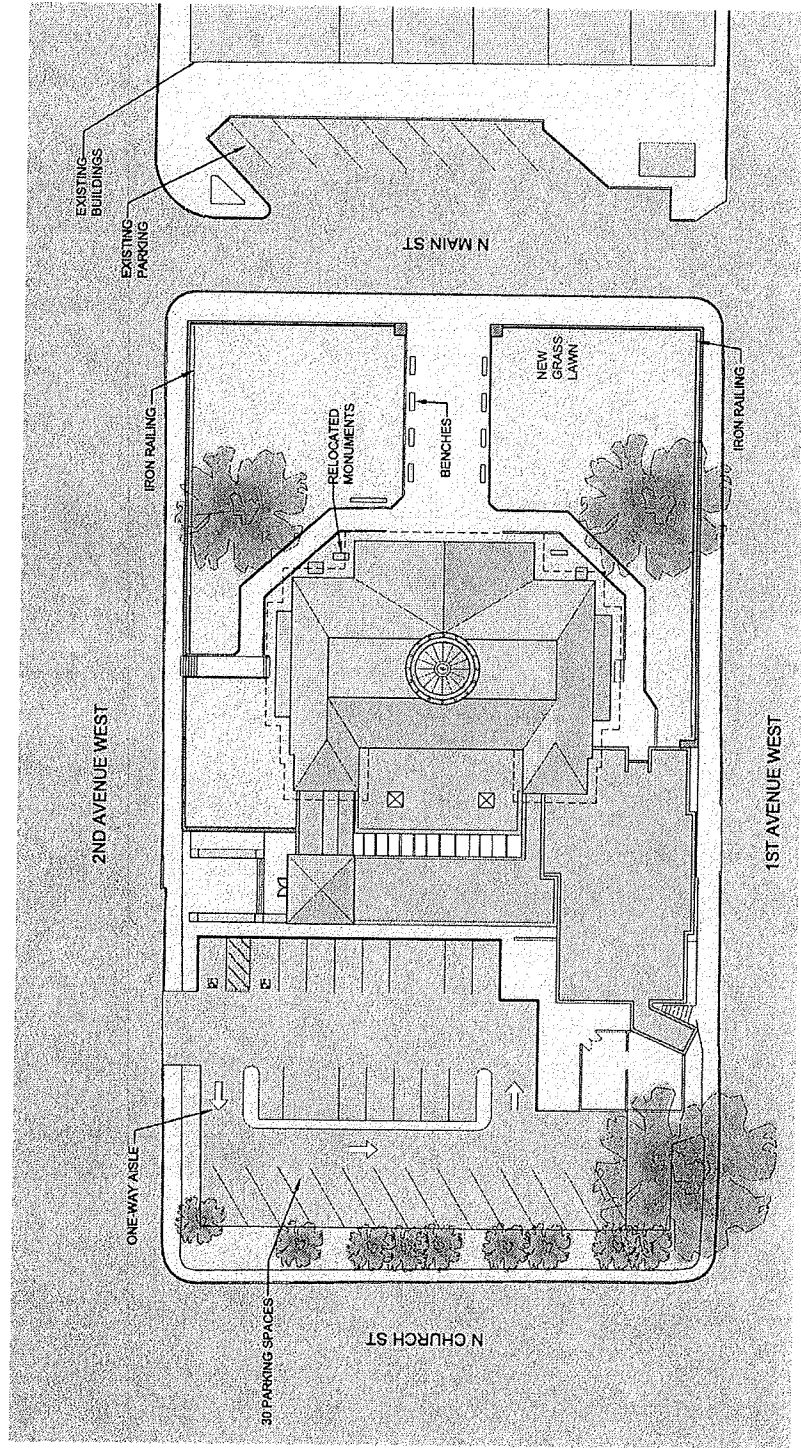


HISTORIC COURTHOUSE REHABILITATION - OPTION A

HENDERSONVILLE, N.C.
SEPTEMBER 4, 2005

SCALE 1/16"=1'-0"



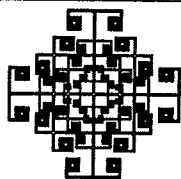
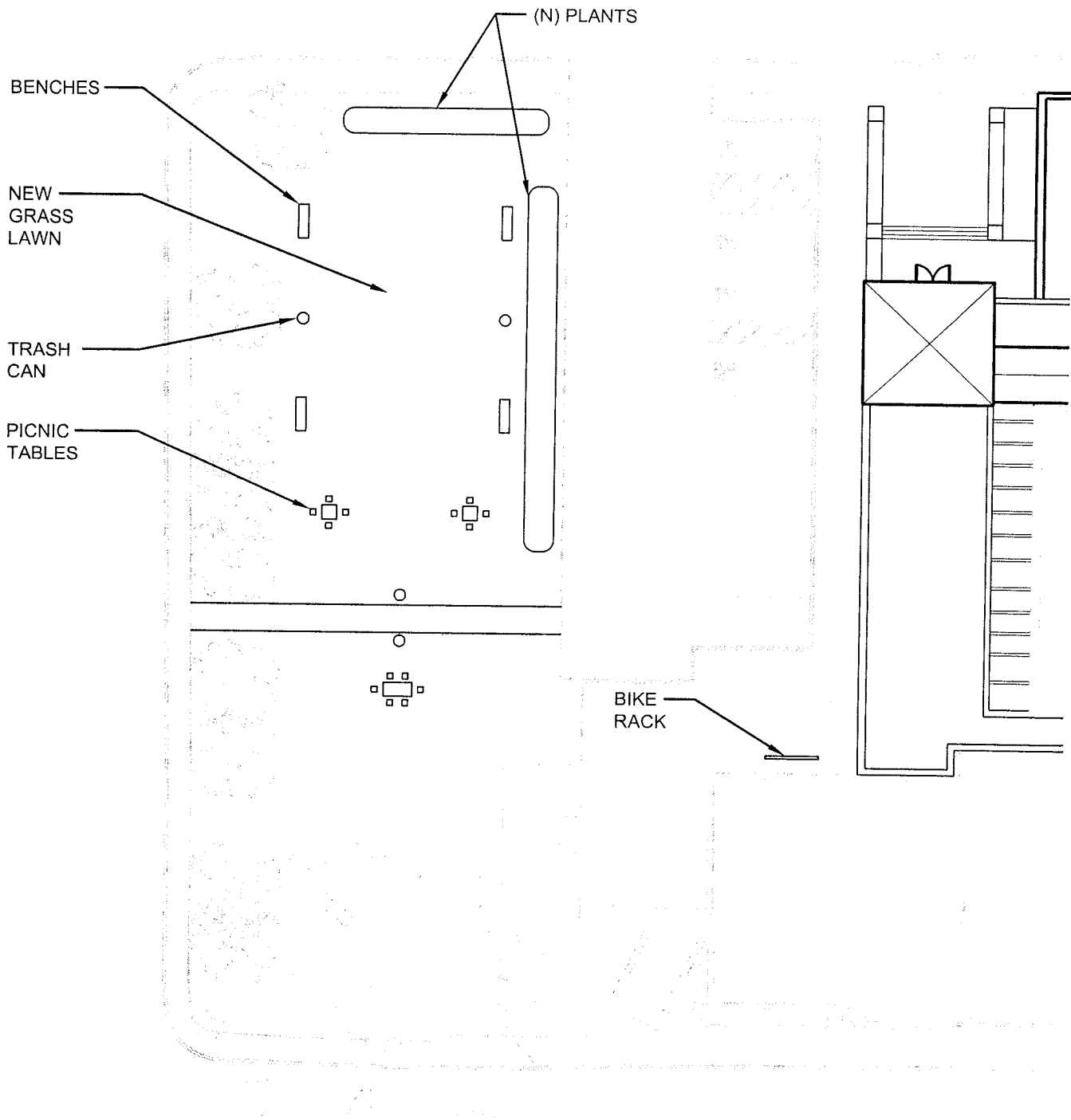


HISTORIC COURTHOUSE REHABILITATION - OPTION B

HENDERSONVILLE, N.C.
SEPTEMBER 6, 2005

SCALE 1/16"=1'-0"





TheKohanGroup
 655 MONTGOMERY ST #1020
 SAN FRANCISCO, CA 94111
 TEL: (415) 217 - 0010
 FAX: (925) 884 - 8888

PROJECT:

HENDERSON COUNTY
 COURTHOUSE
 REHABILITATION & NEW
 ANNEX

TITLE:

PROPOSED
 GREEN SPACE

SHEET NO:

SK #3

PROJECT NO.:
 C2005Hen105

SCALE: N.T.S.

DATE: Sep 14th, 2005

DRAWN BY: DR

OFFICERS:

Fred H. Niehoff, Jr.
Mayor
Ron Stephens
Mayor Pro-Tem
Chris A. Carter
City Manager

CITY OF HENDERSONVILLE

"The City of Four Seasons"

CITY COUNCIL:

BARBARA VOLK
MARY JO PADGETT
RON STEPHENS
JON LAUGHTER

Tuesday, October 11, 2005

David Nicholson, Henderson County Manager
Henderson County Office Building
100 North King Street
Hendersonville, NC 28792

RE: City input on Courthouse Renovation/On-street parking

Dear David:

I am writing this letter as a follow up to City Council's Regular Meeting of October 6. On the Agenda for informal discussion was the subject of the Courthouse project. Specifically two elements of the project were discussed: 1) an extension of green space onto the sidewalk and realignment of Main Street as part of the Courthouse renovation and 2: the parking allocation behind the renovated Courthouse. The purpose of this letter to formally advise of you the Council's consensus opinion so County Government will know how to proceed with further development of this project.

During a previous meeting on September 29, in which you are aware that members of the County Commission attended, the discussion was far ranging and the idea of building a parking deck behind the Courthouse was resurrected as an alternative. At that meeting you will recall there were Main Street business owners present and concerned not only about the parking that would be lost on the East under Conceptual Option A, but the loss of the seven (7) spaces directly in front of the Courthouse (west) under Option B. During the intervening week it seems a movement materialized among downtown business owners that resulted in the filing of a petition asking that no Main Street spaces be lost as result of the Courthouse renovation. On street parking for retail traffic is a highly valued "commodity" for those dependent on foot traffic.

As a result of the petition, City Council requests that any architectural work calling for the extension of the front lawn of the Courthouse into the Main Street right-of-way still preserve the existing seven (7) parking spaces on the west side. The commitment of the City to implement any landscaping, and sidewalk improvements made necessary to enhance the Courthouse project remains the same. When the construction drawings for the landscaping have been approved by the County Commission, I hope you will share them with me as soon as practical.

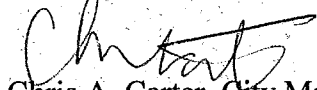
Now, as to the issue of parking in the rear of the Courthouse. After further discussion the Council opined that Option B was the preferable alternative due to the number of spaces available. Naturally some of those spaces will be used by courthouse visitors. However,

that many spaces may help alleviate the parking crunch downtown. Those 30 spaces plus the re-designation of Second Avenue spaces currently reserved for county law enforcement will add to the total available overall. The Council hopes the lease of private spaces behind the Western Auto by County Government for employee parking will continue as a practice.

During the interim between September 29 and October 6 the Mayor and some members realized that consideration of parking alternatives could not be a long protracted process. Doing so would hinder the County Commission's development of the Courthouse project. It was further realized that trying to attach a parking deck would render obsolete some of the design work on the service annex to the rear of the building. The City does not want its deliberation of on-street parking and green-space to become an impediment to the pace of the project this close to institution of final design.

If you have any questions, please let me know. Again this is the consensus opinion of City Council as of October 6 and the understanding from which you can proceed further.

Sincerely,



Chris A. Carter, City Manager

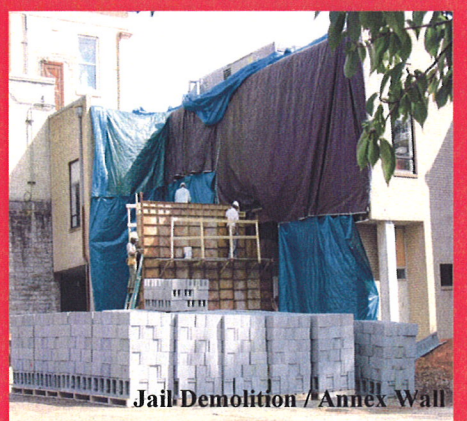
cc Bill Moyer County Commission
Mayor Niehoff and members of the City Council

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***HENDERSON COUNTY
NORTH CAROLINA***

**County Manager's
Monthly Report**

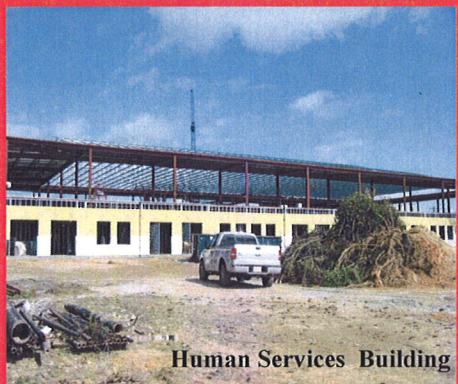
October 2005



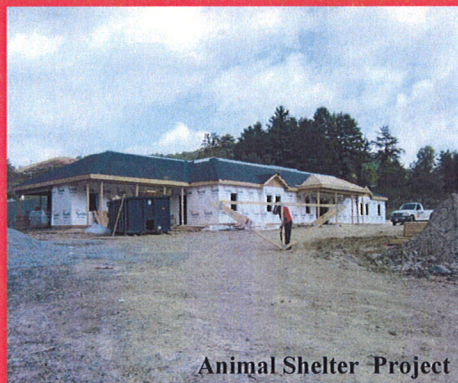
Jail Demolition / Annex Wall



Human Services Building



Human Services Building



Animal Shelter Project

**David E. Nicholson
County Manager**

**Presented
October 19, 2005**



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]	- 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]	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.	Complete.		Feb 05 Complete	✓
b. Gather GIS data representing each of the criteria.	Complete.		Mar 05 Complete	✓
c. Develop GIS model to do county-wide, parcel-based analysis to locate parcels meeting all the criteria.	Complete.		Mar 05 Complete	✓
d. Compare parcels identified through modeling with the "Committee of 100 Recommended Industrial Zones Map" (Map 8 in the CCP) and revise as necessary.	Complete		Apr 06 Complete	✓
e. Initiate processes to amend the CCP and the Official Zoning Map of Henderson County as needed to protect sites for industrial development.	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 Complete	✓
f. Incorporate land regulation tools in the new Land Development Code to further protect identified parcels.			Dec 05	
Strategy 1.2: Support the development of the commercial sector. [E-02]				



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1. Explore ways to support & expand programs & policies that promote local businesses & locally produced products. [E-02-C]	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]	Heritage Tourism Plan is complete. Planning staff attended the presentation of the Henderson County Heritage Tourism Plan.		FY 04-05 Complete	✓
a. Explore the options associated with the development of a regional excursion train.	Staff has asked Travel & Tourism to include this element within their Heritage Tourism Plan.		FY 04-05 Complete	✓
2. Research the benefits of being designated as a national heritage area.	See action step 1 above.		FY 05 thru FY 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]	- 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]	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]	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]	Board addressing this action step through involvement in legislative goals development.		Ongoing	
5. Continue to budget funds annually for economic	Funds currently included in the		Ongoing	✓



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development initiatives. [E-04-I]	budget for economic development activities.			
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]	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]	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]	To be addressed.		Ongoing	
4. Promote agricultural products that are produced in Henderson County. [A-02-G]	To be addressed.		Ongoing	
5. Identify an agricultural proponent or facilitator. [A-02-H]	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]	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 Complete	✓
2. Enforce the Flood Hazard Prevention Ordinance.	- Funds for administration and enforcement Flood Damage Prevention Ordinance, included the FY 05-06 Budget. - Development & Enforcement		FY 05-06 Ongoing	✓



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3. Investigate measures to maintain the open and free flow of all perennial streams in the county. [N-01-B]	Department currently recruiting for enforcement positions. • To be addressed.		Ongoing	
4. Consider participation in the National Flood Insurance Program.	• 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]	• Board heard presentation on the Mills River 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]	• 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]	• 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]	• Planning staff addresses this issue when it receives communications tower applications and during the		Ongoing	



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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]	- subdivision review process. - Staff is examining requirements as part of Land Development Code development process.		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.	- 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 Complete Ongoing	✓
2. Conduct an inventory of historic/culturally significant sites/structures, as related to the cemetery issue. [N-05-A]	Cemetery Advisory Committee presented cemetery list to Board.		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]	Recreation to begin researching this issue.		Ongoing	
3. Enhance recreational space requirements within land development ordinances. [R-01-C]	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]	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]	Preliminary bicycle map prepared by NCDOT as part of the Transportation Plan is currently under review by County staff and community organizations.		Ongoing	



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2. Develop a strategy for the reuse of rail lines in Henderson County. [R-02-F]			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]	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]	The Plan has been sent to HUD for review. Awaiting approval from HUD.		FY 05-06 In process. Ahead of schedule.	✓
2. Develop a formal fair housing complaint procedure. [H-01-D]	Housing Planner updated existing procedure and has publicized it on County's homepage.		FY 04-05 Complete	✓
3. Continue participation in the scattered site rehabilitation program and other similar federally and state-funded programs. [H-01-F]	- Final Public Hearing for closeout of the 2002 CDBG held Oct. 3, 2005 - Funding Conditions Released for 2005 Grant. - Environmental Review for 2005 Grant publicized. - CHAF grant amended to increase funding.		Ongoing FY 05-06	✓
4. Develop a, or support an existing, housing information center. [H-01-G]	Housing Planner finalized web site for housing information which is now accessible online.		FY 06-07 Ahead of schedule	✓
5. Lead the establishment of an affordable housing trust fund. [H-01-H]	Initial research being conducted to ascertain feasibility.	Note: Mistake in date in Strategic Plan: CCP calls for	FY 05-06 FY 06-07	



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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]	- On 4/28/05 the Transportation Advisory Committee (TAC) discussed the input it received at two public input sessions it held 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.	Phase I/06-07 timeline.	FY 05-06	
2. Identify and incorporate access management standards and requirements into County land development ordinances. [T-01-B]	Stakeholder meeting to be held September 15, 2005 to present and discuss the access management standards drafted by the consultant.	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]	Staff has applied for a grant to further public transportation.		Ongoing	
4. Integrate recreation and transportation planning. [T-01-D]	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]	- Board represented on the MPO TAC. - Staff represented on the MPO TCC.		Ongoing	



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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]	- Sewer & Water Master Plan has been submitted to the LGCCA and County is waiting for each local government to submit comments. - To be addressed.		FY 04-05 In process	✓
2. Formalize and solidify the role of the LGCCA Joint Sewer & Water Advisory Council. [SW-01-B]	To be addressed.		FY 05-06	
3. Integrate schools and sewer / water planning. [SW-01-E]	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]	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.	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]	To be addressed.		FY 05-06	



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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]	Planning staff reviews development proposals in light of recommendations and action strategies within the CCP.		Ongoing	
2. Develop a Land Development Code (i.e. Zoning Ordinance Rewrite).	The Draft Henderson County Land Development Code was submitted to the Planning Board for their review on September 20, 2005. The first Planning Board workshop to review the draft LDC is scheduled for October 11, 2005.		FY 05-06 In Process	
a. Consolidate existing land development ordinances into a single Land Development Code. [GMS-01-B]	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]	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]	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.	To be addressed.		FY 05-06	
3. Adopt and begin enforcing the Land Development Code. [GMS-01]			FY 06-07	



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
Strategy 1.22: Coordinate planning with the County's municipalities and other governments within the region. [GMS-02]				
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 thru FY 06	
2. Develop a Joint Land Use Planning Program with the municipalities, administered through the LGCCA. [GMS-02-E]	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]	Planning staff has performed research on this issue.	Dependent on legislative actions.	FY 04-05 TBD	✓
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.	Board approved CCP amendment process at 03/23/05 meeting.		Mar 05 Complete	✓
2. Begin the NC 191 South/Mills River East small area plan.	Planning staff has developed a framework for the community plan, began compiling a list of potential advisory group members from the community, and begun preparations for a community meeting in November, 2005.		FY 05-06 In Process	
3. Begin the Etowah / Horseshoe / Mills River South small area plan.	Planning staff has developed a framework for the community plan, began compiling a list of potential advisory group members from the community, and begun preparations for a community meeting in November, 2005.		FY 05-06 In Process	
4. Begin the East Flat Rock / Upward Road small area plan.			FY 06-07	



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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.	Staff currently researching options for upgrading current system.		Jan 05-July 06 TBD	
2. Determine the resources necessary to upgrade the current communications system.			Aug 06-Aug 07	
3. Begin building reserves for the system.	To be addressed.		Begin July 05 TBD	
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 .	Staff continues to identify ways to implement technology enhancement efficiently.		July 05 Complete	✓
2. Present SITP for review.	Draft SITP has been submitted for review by management.		Dec 05	
3. Budget for technology enhancements.			June 06	
4. Implement technology enhancements.			July 06-June 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.	See #3 below.		Summer-05 Nov 2005	
2. Work with the Board of Elections & Elections Supervisor in addressing facility needs.	Elections is working on splitting Fletcher into two voting precincts for the 2006 Elections: Continuing use of	Splitting the precinct is subject to approval by the State Board of Elections.	Summer-05 May 2006	

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.



Strategic Plan Updates

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3. Develop a funding plan for the purchase of the necessary equipment.	- the Library, and then the new Fletcher Elementary. - County GIS staff is presently working on figures to help Elections split this precinct and then a resolution will be submitted to the State Board of Elections for their approval. - Elections staff anticipates decisions from State regarding type of equipment required for future voting, as well as funding provided by the State for such equipment.	Elections staff has been told that it will be the end of November before they hear something from the State in this regard.	Summer 05 Nov 05	
4. Include funding for voting equipment within the FY 05-06 Budget.	Staff does not have clear indication from the State regarding equipment required.	See above	Ongoing	
5. Address facility needs for one-stop voting via funding within the FY 05-06 Budget.	- Election staff is currently looking at using the new Village Hall at Flat Rock as a one stop site and the Fletcher library as a one stop site for the 2006 Elections. - In addition, one stop voting will continue at the Elections main office.		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.	Complete.		Feb 05 Complete	✓



Strategic Plan Updates

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2. Determine practical methods for improving fund balance reserves.	• Complete.		Feb 05 Complete	✓
3. Draft fund balance policy statement.	• Complete.		Mar 05 Complete	✓
4. Adopt/implement policy statement.	- Draft policy presented and approved at 03/23/05 meeting. - Staff to present plan to increase fund balance at 04/20/05 meeting.		Apr 05 Complete	✓
Strategy 3.2: Develop a debt issuance policy.				
1. Research other entities' policy examples.	• Complete.		Feb 05 Complete	✓
2. Draft policy statement.	• Complete.		Mar 05 Complete	✓
3. Board Review and approval.	- Draft policy presented and approved at 03/23/05 meeting. - To be monitored upon approval.		Mar 05 Complete	✓
4. Monitor for compliance annually during budget process and development of CIP.			Ongoing	✓
Goal 4: To evaluate County programs in context of the mission statement and service delivery expectations.				
Strategy 4.1: Implement the Compensation & Classification Study.				
1. Review draft of study including implementation plan.	• Consultant's preliminary report currently being reviewed.		April 05 Complete	✓
2. Evaluate implementation plan in terms of budgetary implications.	• Consultant continues to develop funding scenarios for implementation of study recommendations.		Apr 05 Complete	✓
3. Incorporate Project Team recommendations in FY 05-06 Manager's Recommended Budget.	• See above.		May 05 Complete	✓
4. Board of Commissioners' review of recommendation during budget process.	• Board approval of 3 year implementation schedule; to		May-June 05 Complete	✓



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5. Implementation of study.	begin implementation in October 2005.			
	• Compensation adjustments to be effective in 10/21/05 payroll.		July-05 October 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.	- Departmental assessment complete. - Committee to be formed to research solutions. See #2 below.		July-Sept 05 Complete	✓
2. Research options to improve service delivery to this population.	Currently being addressed.		Sept-Oct 05 In process	
3. Implement strategies to improve service delivery to this population.	Currently being addressed.		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 Complete	✓
2. Establish local responsibilities for planning and providing advice to Board of Commissioners and Social Services Board on aging issues.			Dec 05	
3. Assess local service needs for aging populace.	Complete.		Sept-Oct 05 Complete	✓
4. Create a plan for meeting service needs.			FY 06-07	
Strategy 4.4: Develop a Central Enforcement & Permitting Plan.				
1. Develop goals and objectives for plan.	Preliminary goals endorsed by the Board of Commissioners.		Jan 05 Preliminary goals complete.	✓
2. Develop plan for centralized enforcement and permitting process to include cross-training of functions.	Staff currently working on work		July-05 Sept 05	✓



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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. Incorporate central enforcement and permitting process into facility transition plans.	plan and organization structure for the department, to include cross-training element. • Plan to take over the permitting function by September 05. • Staff made presentation to the Board of Commissioners 09/20/05.			
4. Fully implement centralized enforcement and permitting process.			Jan 05-Sept 06	
Strategy 4.5: Perform a general countywide ordinance review.				
1. Develop staff focus groups to review assigned ordinances.	• See Strategy 4.4 above.	Timeframe dependent on Strategy 4.4.	July 05 TBD	
2. Develop possible revisions to ordinances.	• Board approved minor changes to ordinances on 08/01/05. • In process.		July 05-June 06	
a. Develop programs to promote responsible animal ownership (i.e. promoting the spay/neuter program, animal identification issues, restraint of animals, etc.)			July 05-June 06	
3. Present revisions to Board for review and adoption.	• 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.	• Complete.		Feb 05 Complete	✓
2. Bid project.	• Board approval to bid project on 03/09/05. • Project out to bid 05/01/05 • Did not receive 3 bids for May bid opening, therefore, bid	Received only 2 bids at first bid opening, therefore project was bid again with bids opened 06/14/05.	Mar 05 June 05	✓



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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. Award contract for project.	- opening date rescheduled for 06/14/05. - Bids received with lowest bid of \$247,747. - Board of Commissioners awarded contract to Cooper Construction.		June 05 Complete	✓
4. Construction completion.	- Demolition complete. - Buttress wall has been poured. - Concrete block wall for Finance annex will begin this week. - Wall to be complete by end of October.		Sept 05 Complete	✓
Strategy 5.2: Complete the construction of a new Animal Shelter.				
1. Complete planning phase.	Complete.		Feb 05 Complete	✓
2. Bid project.	Complete	Project bid period extended due to lack of bids on first attempt.	Mar-05 Apr 05 Complete	✓
3. Award contract for project.	- Contract awarded to Cooper Construction 05/02/05. - Staff negotiated lower project costs.	See above	May 05 Complete	✓
4. Begin construction.	- Exterior and interior walls currently being constructed. - Installation of roof trusses continuing.		June 05 In process	✓
5. Complete construction.			Feb 06 - TBD	
6. Occupy new shelter.			Mar 06 - TBD	
Strategy 5.3: Complete the renovation of the Historic Courthouse.				



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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. Complete planning phase.	- Design drawing 100% complete. - Construction drawings are more than 30% completed.	Re-design of mechanical area is being prepared, which will free up a substantial amount of space within the building. This could slow the completion of construction documents by a few weeks.	July-05 Sept 05 Nov 05	
2. Bid project.	Expect to bid project in November or December 2005.		Oct-05 Nov/Dec 05	
3. Award contract for project.			Nov-05 Dec/Jan 06	
4. Begin construction.			Jan-06 Jan/Feb 06	
5. Complete construction.			Dec-06 Jan/Feb 07	
6. County Administration relocates to the Historic Courthouse.			Jan-07 Feb/Mar 07	
Strategy 5.4: Complete the construction of the Human Services Building.				
1. Complete planning phase.	Complete.		Feb 05 Complete	✓
2. Bid project.	- Bid opening held on 04/13/05. - Final bids within budget.		Mar 05 Complete	✓
3. Award contract for project.	Board awarded contract in April 05.		Apr 05 Complete	✓
4. Begin construction.	- Construction ongoing. - Structural steel complete. 2nd floor slab has been poured. - Roof trusses being installed. - Some interior walls have been		May 05 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
5. Complete construction.			May-06 July 06 June-06 August 06	
6. Social Services, Health, and Veterans Services relocate to the new human services building.				
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.	- Board approval of contract/offer to purchase on 03/23/05. - Begin negotiation process between the County and City on purchase of building. - Closing on acquisition held on 05/03/05.	Project approximately 1 month behind due to the City's delay in the appraisal process.	May 05 Complete	✓
2. Relocation of the Sheriff's Patrol Division to the former City Water Building. See footnote #3.	Relocation of Patrol Division complete.	See footnote #3 regarding the amendment to the Strategic Plan.	June 05 Complete	✓
3. Study the feasibility of housing the Rescue Squad in the former City Water Building as well.			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 Complete	✓
2. Complete designs.	Project is in design phase. Staff expects designs to be completed in next 30 to 60 days.		Nov-05 Dec 05	

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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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
3. Bid project.	- Upon approval of designs, staff should be able to go to bid on the project by first of year. - Construction should take 8 to 9 months			
4. Award construction contract.			Nov-05 Dec 05	
5. Complete construction.			Jan 06 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.	Staff transitions may affect negotiations regarding the EMS Main Station relocation.		FY 05-06	
2. Analyze long-term feasibility of utilization of former City Water Department Building as EMS Main Station.	To be addressed.		FY 05-06	
3. If feasible, develop a plan for utilization of building and construction of ambulance bays.	To be addressed.		FY 05-06	
Strategy 5.8: Occupancy of the new EMS Southeastern Substation.				
1. Approval of lease contract with Park Ridge Hospital for the facility.	Complete.		Jan 05 Complete	✓
2. Occupy the facility.	Complete.		Feb 05 Complete	✓
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.	Recreation staff and Advisory Board currently reviewing preliminary designs.		Mar 05 Complete	✓

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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GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE	COMPLETE
2. Development of a public input plan for development of building.	- Recreation currently working with Public Information Office to establish a public input plan. - Recreation has developed a survey and distributed for community input.		Mar 05 Complete	✓
3. Set aside funds in capital reserve for funding a PARTF grant match.	Parks & Recreation Advisory Board currently considering changing its plans for PARTF grant to go toward Edneyville Park projects on 9/20/05.		July 05 Complete	✓
4. Develop a PARTF grant application for multi-use recreation building.	See footnote #4 for change in Strategic Plan, Strategy 5.9.	Change in location for multi-purpose building from Jackson Park to Edneyville community.	Nov-Dec 05	
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.	Staff has made initial contact concerning availability of land.		FY 05-06	
2. Begin planning and design for new branch library.	To be addressed.		FY 05-06	
3. Bid project.			FY 06-07	
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.	School system has declared the property surplus and have attained a new appraisal, in the amount of \$480,000.		Spring 05 Complete	✓
2. Collaborate with the Library Board of Trustees and the Recreation Advisory Board to determine possible uses for the Tuxedo property.	Community meeting to be held on 10/20/05 to give citizens opportunity to have input on site		FY 05-06	



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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. Demolition of former school buildings.			FY 05-06	
4. Begin planning and design for project.			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.	Staff is scheduling a meeting with Public Schools and Community College to discuss future capital projects.	.	Jan 05 Ongoing	✓
2. Create a Joint Community College Facility Committee.	Staff is scheduling a meeting with Public Schools and Community College to discuss future capital projects.		Feb 05 Ongoing	✓
3. Work collaboratively with both entities to develop financing packages for facility construction.	See above.		FY 05-06	
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.	- Manager has worked with Central Services staff and the Clerk of Court to determine feasibility of constructing a fourth courtroom within the current Courthouse. - Work underway. - Staff currently ordering furniture for new courtroom.		Jan 05 Ongoing	✓
2. Begin relocation / renovations necessary to accommodate the new courtroom.			Aug 05 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.			FY 05-06	



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2. Review plan in terms of compliance with county plans.			FY 05-06	
3. Prioritize implementation steps.			FY 05-06	
4. Board adoption.			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.			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	✓
2. Begin negotiations with City of Asheville, Buncombe County, and the City of Hendersonville regarding agreement.	Board and staff have begun dialogue with municipalities regarding agreement.		Feb 05 Ongoing	
3. Reach resolution on issue.	Continuing negotiations with City of Hendersonville and City of		Feb-June 05 Ongoing	



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4. Consider working with joint meeting of involved entities on resolution of agreement.	Asheville.			
5. Consider working with legislative delegation on resolution of water agreement.	• See above.		Feb-June 05 Ongoing	
6. Consider establishment of regional water authority.			Feb-June 05	
Strategy 6.5: Address cable franchise renewal process.				
1. Present charter to the LGCCA.	• Complete.		Complete	✓
2. Present committee charter revisions to Board for approval.	• Complete.		Complete	✓
3. Appoint committee members to work with staff and consultant throughout informal negotiation period.	• Draft franchise agreement to be presented December 2005.		Mar-05 Dec 05	
Strategy 6.6: Address the Airport Authority Board issue.				
1. Enter into negotiations with Airport Authority Board regarding County participation.	- Airport Authority did not agree to the position on their Board. - Board of Commissioners denied the request to allow the Airport Authority to purchase properties.		Jan-Feb 05 Ongoing	✓
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.	• NCDOT proposal has been received and reviewed.		Jan-June 05 Ongoing	✓
2. Review and execute formal contract with federal government.	• Board accepted NCDOT proposal; Deadline extended until July 06.		Apr-06 July 06	
3. Develop the resources necessary to carry out program.	• See above.	None	Apr-06 July 06	

CAPITAL IMPROVEMENTS PROGRAM MASTER SCHEDULE HENDERSON COUNTY

Key:
Callouts in black indicate deadlines met.
Callouts in red indicate deadlines exceeded.

ID	Projects	Start	End	2005												2006												2007			
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
1	Jail Demolition																														
2	Planning	1/19/2005	2/17/2005																												
3	Bid project	3/1/2005	6/30/2005																												
4	Award contract	4/1/2005	4/29/2005																												
5	Construction	5/2/2005	9/30/2005																												
6	Animal Shelter Construction																														
7	Planning and design	1/19/2005	2/28/2005																												
8	Bid project	3/1/2005	3/30/2005																												
9	Award contract	5/2/2005	5/30/2005																												
10	Construction	6/1/2005	3/30/2006																												
11	Occupancy	3/1/2006	3/30/2006																												
12	Historic Courthouse Renovation																														
13	Planning and design	1/19/2005	7/15/2005																												
14	Bid project	11/1/2005	11/28/2005																												
15	Award contract	12/1/2005	12/28/2005																												
16	Construction	1/2/2006	1/30/2007																												
17	Occupancy	2/1/2007	2/28/2007																												
18	Human Services Building Construction																														
19	Planning and design	1/19/2005	2/28/2005																												
20	Bid Project	3/1/2005	3/30/2005																												
21	Award contract	4/1/2005	4/29/2005																												
22	Construction	5/2/2005	7/13/2006																												
23	Occupancy	8/1/2006	8/30/2006																												
24	Land Development Departments Relocation to Old Health Building	9/1/2006	9/29/2006																												



General Project Updates

Changes in projected completion dates or completions are presented in red in the last column.

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	Phase I construction has been completed, project in final inspection/testing stages.	- Working to close out Phase I by end of October. - Phase II, contracts let, construction began September 26. Project is 6 month contract, which puts completion toward end of March 2006. - Continuance of pre-trial release program at 25% of grant, which staff anticipates will significantly lower the number of participants that we can assist.	None	Feb 2006 Mar 2006
Criminal Justice Partnership Program	Staff has been notified that the amount of the CJPP grant that will be available for our pre-trial release program within the grant will be dropped from 50% to 25% this fiscal year and is set to be reduced to 0% next fiscal year.	The County's final monitoring visit on the 2002 Scattered Site Housing Program CDBG was held on 10/13/05.		
2002 Scattered Site Housing Program Community Development Block Grant	The County's final monitoring visit on the 2002 Scattered Site Housing Program CDBG was held on 10/13/05.	The CDBG representative found no concerns or findings and staff may closeout the grant as soon as the final report is received from the Division of Community Assistance (DCA).		Nov 2005

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Monthly Report #2
September 15, 2005 through October 15, 2005

Activity	Budget Expenditures	Expenditures Month	Expenditures to Date	Proposed Schedule	Progress to Date	Units Completed	Issues
Administration	\$40,000	0	0	On-going	A. All Funding Conditions Released 1. Underway B. Nov. 1, 2005 C. Waiting for response D. Letters mailed, waiting for response E. Underway	0	
A. Grant Agreement							
1. Environmental Review Public Comment Period							
B. Release of Funds							
C. Compliance policies sent to DCA							
D. Solicitation for Title Searches							
E. Draft Rehabilitation Plan							