

PUBLIC INPUT SIGN UP SHEET

7-20-05

**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:

NAME

ADDRESS

ISSUE

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✓ 2. Eva Ritchey 1928 Brevard Rd H'ville Mediacom

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Henderson County Democratic Party
Public Access Channels
July 19, 2005

I am here this evening to speak on behalf of the Henderson County Democratic Party concerning public access channels. We thank the committee for this public comment time and each of you for volunteering your time in this important matter.

New and exciting tools are now available to us. A window of opportunity has opened for Hendersonville, Flat Rock, Fletcher, Laurel Park, Mills River and our rural communities to have telecommunication capabilities that our forefathers could only have dreamed of. In a rapidly changing world, we must use this and every opportunity to keep Henderson County vibrant and competitive in the 21st Century. A populace that is informed and has access to the most current and accurate information is a community that can make intelligent choices about its policies and its future. The addition of a public access channel, education channel, and government INet (PEG) will enable us to thrive both culturally and economically.

There are many needs—health care, employment, education, community building, and artistic nourishment—to be met by the different communities in Henderson County and each recommended PEG channel can address those needs. The Henderson County Democratic Party recommends the following:

- 1. Establish an Education Access Channel:** Citizens such as Paul Stepp have long advocated for a channel that would extend educational opportunities to a larger group of our citizens. An education channel would provide individuals with the opportunity to access classes that might otherwise be closed to them. An education channel would also provide students the opportunity to learn valuable media skills that could enhance local production capabilities for both community and commercial use. We recommend that all of the proposed PEG channels share the same location and equipment for efficiency and economic savings. Blue Ridge Community College would be the perfect home for such a facility providing on-the-job training for students. It should be noted that communities across this nation whose priority it is to *move every child ahead*, are moving forward to maximize the capabilities of their cable franchises.
- 2. Establish a Public Access Channel:** The distinguished North Carolinian, Walter Hines Page said, "There is only one thing better than good government, and that is government in which all the people have a

part.” Public Access Television gives truth to the statement that our government is truly “We, the People.” And “We, the People” can benefit enormously from the creation of public access television.

At present, health care information and education in the county relies largely on individual visits to a health care provider’s office and other limited access possibilities. Through public access television, Pardee Hospital, Park Ridge Hospital and other medical providers could produce and televise information important to our health and welfare, individually and collectively, into our homes, our business and our schools. Community events such as the Apple Festival or other local community and county-wide events could publicized by public access television.

Wonderful, good and exciting events in our community reach far fewer people than is now possible. Imagine—visualize—possibilities such as live local orchestra music coming into our homes, theater performances, presentations from our Historic Courthouse and broadcasts of superb programs such as those presented at the Carl Sandburg National Historic site. Community building events such as high school athletic events, school musical productions, and local artistic programs could be enhanced through public access television. Every non-profit and religious organization in our towns and county could use public access TV to produce and broadcast special events and program information.

Good government would be furthered by the community availability of programs discussing present and future needs. A public access channel could also provide the incentive for local filmmakers to promote our important apple industry.

- 3. Establish I-NET:** The opportunity to establish a robust Institutional Network will bring new resources and opportunities to all local government institutions. Communities across the country have successfully deployed institutional networks to provide improved and cost effective services to all citizens. One exciting application often deployed as part of an institutional network is free wireless internet access in public spaces. In a county economically dependent on attracting visitors and retirees, free wireless internet in our public spaces is a necessity if we are going to be competitive with our Western North Carolina neighbors.

In order to receive the maximum benefits from our franchise agreement, we are recommending engaging the services of a communications consultant such as Miller & Van Eaton (millervaneaton.com). These types of consultants have enjoyed good success in helping communities receive fair and adequate compensation for their public resource.

Ladies and Gentlemen, we are here at the beginning of the 21st Century. The future is ours and we must seize it for ourselves and our children. The Henderson County Democratic Party is proud to be a part of community and county-wide efforts to further an environment where information and technological advantage is not a privilege but a basic right for all citizens. We strongly support the efforts by all groups and individuals here to encourage strengthening and improving all cable franchise contracts to meet the needs and potential of our communities. This is a once in ten year window of opportunity. Let's open it wide and seize the day.

Presented by:

Eva L. Ritchey, Chair
Henderson County Democratic Party

Doug Freeman, 1st Vice Chair
Henderson County Democratic Party



Henderson County Democratic Party



Mediacom Public Hearing
June 29, 2005

I am here this evening to speak on behalf of the Henderson County Democratic Party concerning our community's long range franchise agreement with Mediacom. We thank the committee for this public comment time and each of you for volunteering your time in this important matter.

The Henderson County Democratic Party believes that any industry that benefits from publicly owned resources has an obligation to return something profitable to that public source. This is even more the case if that industry profits from those public resources as a result of a monopoly.

While we agree that Mediacom's rate increases have not been reasonable or in keeping with inflation rates, we do want to remind voters here tonight that it was each of our election day choices that has led directly to the exorbitant rate increases that have become a public burden.

When people extol the virtues of the free market system, it must always be with the recognition that greed is not far behind. It is an ever-present evil that must be regulated and when it isn't you have the history of cable television.

It is sometimes historically presented that the unending round of cable rate hikes dates back to 1996 when a Republican controlled 104th Congress with bipartisan support passed the Telecommunications Act to initiate deregulation of cable companies. This is not accurate. The waterfall to deregulation began during President Ronald Reagan's administration with the Cable Franchise and Communications Policy Act of 1984 which effectively deregulated cable TV. By December 29, 1986, the effective date of deregulation, **97%** of all cable companies were free from rate regulation.

(Background: The Cable Act of 1984 had three main provisions; It 1) removed the rate restrictions for basic cable TV service in communities where operators faced "effective competition" from other media; 2) restricted the ability of local franchise authorities to deny renewals to firms when their contracts expired; and 3) permitted local franchise authorities to require that some channel capacity be devoted to public, educational and governmental use. The FCC defined "effective competition" as the availability of three or more, unduplicated, over-the-air television channels—for example, ABC, CBS and NBC—in the cable system's market area. Based on this definition, about 97 percent of all cable systems were free from rate regulation by December 29, 1986, the effective date of deregulation. (Adam M. Zaretsky)

The result? According to the 1990 General Accounting Office (GAO) report, the average rate for the lowest tier of basic service increased **43%** while at the same time the Consumer Price Index rose about 14%. By 1991, cable rates had increased another **9%**. (GAO).

As then Senator Albert Gore Jr. put it “Precipitous rate hikes of 100 percent or more in one year have not been unusual since cable was given total freedom to charge whatever the market will bear... Since cable was deregulated, we have also witnessed an extraordinary concentration of control and integration by cable operators and program services, manifesting itself in blatantly anticompetitive behavior toward those who would compete with existing cable operators for the right to distribute services.” (Congressional Record, May 18, 1989.) Senator Gore’s sentiments were later supported by findings in both government and academic studies.

The rush to deregulate gained momentum and continued until it’s full completion when Congress with the blessing of President Clinton passed the Telecommunications Act of 1996 and left virtually all cable subscribers without protection from unrestricted rate hikes. Supporters of the law said that cable deregulation would benefit consumers by delivering lower prices and greater competition from market entrants challenging cable providers. The US Public Interest Group reports that “Since the Act was signed into law, cable rates have skyrocketed; service levels have declined; cable concentration has heavily increased; vertical integration between critical programming developers and cable distributors has gone unabated; wireline cable competitors have faced enormous obstacles going head-to-head with cable incumbents; incumbent cable operators have effectively exploited statutory loopholes in order to deny vital programming content to emerging competitors, and the cable industry now also dominates the broadband residential high-speed internet market.” In the six years since the law was passed, cable rates nationwide have skyrocketed another 45 percent, and 95 percent of American households still have only one cable company in their communities.” (uspig.org) It must be obvious to all that such is the case in Henderson County—one cable company, monopolized broadband; and huge price increases.

I would like to quote from a non partisan organization that is highly respected on both sides of the political aisle, Consumers Union. It is best known to many for its publication, Consumer Reports. Consumers Union relates “It is evident that the Telecommunications Act of 1996 has failed to produce the consumer benefits policy makers promised because competition has failed to take hold across the communications industry. The Act’s failure is not because, as some have suggested, the Federal Communications Commission (FCC) was overly regulatory in seeking to create conditions ripe for competition. The fundamental problem is that the huge companies that dominate the telephone and cable TV industries prefer mergers and acquisitions to competition. They have refused to open their markets by dragging their feet in allowing competitors to interconnect, refusing to negotiate in good faith, litigating every nook and cranny of the law, and avoiding head-to-head competition like the plague. (Consumers Union 2001)”

The Democratic Party in Henderson County recognizes that this is our situation in Henderson County.

Gene Kimmelman, Senior Director of Public Policy and Advocacy at Consumers Union (CU), said the following in response to the annual report on cable industry prices issued in 2003 by the Federal Communications Commission (FCC):

"The FCC's latest report on cable rates, [while methodologically challenged], shows that cable rates are rising at an alarming rate, far faster than inflation - increasing 8.2 percent from July 2001 to June 2002, or nearly six times the rate of inflation. According to the Bureau of Labor Statistics, cable rates have increased about another five percent since then, through May 2003.

The cable companies' claims that higher costs are driving these price increases don't hold water. As CU's January report Cable Mergers, Monopoly Power, and Price Increases demonstrates, cable revenues are rising much faster than industry costs. Cable companies have monopoly power, and this shows in the prices they charge. While 95 percent of American homes have only one cable company to turn to, in the five percent of homes where consumers can choose between two cable companies they wind up paying about 17 percent less than consumers who have no choice."

Today, with Republicans controlling the FCC and the House of Representatives and serving as the majority party in the Senate, the telecom market is witnessing a freefall towards spurring competition without regulation.

Without question, deregulation as each of us knows every month when our bill arrives has been a **dismal failure**. I have elaborated this history so that we will not be overly sympathetic to Mediacom's protestations in discussions of the 5% franchise fee or unduly critical of state government's wish to collect it. Mediacom, like the cablevision industry as a whole is a profitable politically well connected company that isn't suffering from profit neglect.

Part II

But how can our community get the most from the reality that is here before us now?

The Henderson County Democratic Party supports and recommends the following three action steps be taken for the benefit of the People of Henderson County:

1. Establish an Education Access Channel:

- Citizens such as Paul Stepp have long advocated for a channel that would extend educational opportunities to a larger group of our citizens. An education channel would provide individuals with the opportunity to access classes that might otherwise be closed to them. An education channel would also provide students the opportunity to learn valuable media skills that would enhance local production capabilities for both community and commercial use. We recommend that all of the proposed PEG channels share the same location and facilities for efficiency and economic savings. Blue Ridge Community College would be the perfect home for such a facility providing on-the-job training for students. . It should be noted that communities across this nation whose priority it is *to move every child ahead*, are moving forward to maximize the capabilities of their cable franchises.

➤ 2. Establish a Public Access Channel:

Public Access Television gives truth to the statement that our government is truly “We, the People.” And “We, the People” can benefit enormously from the creation of public access television.

At present, health care information and education in the county relies largely on individual visits to a health care provider’s office and other limited access possibilities. Through Public Access TV, Pardee, Park Ridge and other medical providers could produce and televise information important to our health and welfare, individually and collectively, into our homes, our business and our schools. Community events such as the Apple Festival or other local community and county-wide events could be publicized by public access television.

Wonderful, good and exciting events in our community reach far fewer people than is now possible. Imagine—visualize—possibilities such as live local orchestra music coming into our homes, theater performances, presentations from our Historic Courthouse and broadcasts of superb programs such as those from the Carl Sandburg Home National Historic Site. Community building events such as high school athletic events, school musical productions, and local artistic programs would be enhanced through public access television. Every non-profit and religious organization in our towns and county could use public access TV to produce and broadcast special events and program information. Good government would be furthered by the community availability of programs discussing present and future needs. A public access channel could also provide the incentive for local filmmakers to promote our important apple industry.

3. Establish I-Net:

- The opportunity to establish a robust Institutional Network will bring new resources and opportunities to all local government institutions. Communities across the country have successfully deployed institutional networks to provide improved and cost effective services to all citizens. One exciting application often deployed as part of an institutional network is free wireless internet access in public spaces. In a county economically dependent on attracting visitors and retirees free wireless internet in our public spaces is a necessity if we are going to be competitive with our Western North Carolina neighbors.

In order to receive the maximum benefits from our franchise agreement, we are recommending engaging the services of a communications consultant such as Miller & Van Eaton (millervaneaton.com). These types of consultants have enjoyed good success in helping communities receive fair and adequate compensation for their public resource.

Part III

Our cablevision agreement should be free and open from partisanship and legitimately questionable arrangements. Therefore two issues must be addressed:

1. Mr. Howell: The county has entered into an agreement with a consultant who has direct ties to the cablevision industry. Since Mr. Howell is negotiating a contract in the name of the people of this community, will his industry ties allow him to be fair and unbiased? Especially is this questionable given the fact that the contract that he has recommended to the county is an industry draft from an industry template. Mr. Howell is working at taxpayer's expense and yet no record of his contract is available. What are the terms and basics of his compensation? The Henderson County Democratic Party is requesting a copy of this document.
2. WHKP: The Henderson County Democratic Party appreciates that WHKP has a long and established history of service to this community. However, this service does not grant WHKP or any other industry the right to a monopoly of a public channel. Therefore, The Henderson County Democratic Party opposes the monopoly that WHKP has on our publicly financed government cable Channel 11. This issue is fundamental to preserving our First Amendment rights of free speech and fair access to that speech for all citizens. It is wrong for WHKP to use our only publicly financed channel to propagate an agenda of partisan political views. Such politicizing is contrary to any public sense of fairness. On May 5th of 2004, Rush Limbaugh's broadcast included the following disgraceful statement concerning the Iraqi prisoner abuse scandal, "...You know, these people are being fired at every day. I'm talking about people having a good time, these people, you ever heard of

emotional release? You [ever] heard of need to blow some steam off?"
(attachment) The full context of his remarks are attached.

Business should stand or fail on its own resources and government should not give advantages to one viewpoint over another. Government shouldn't choose which business wins and which business loses. It would seem that Mediacom feels the same way in regards to a monopolistic arrangement on a publicly owned channel since the following statement was reported by Joel Burgess in the Hendersonville Times News on November 20, 2003, "Mediacom has said that use of the radio station is legally not permissible, County Attorney Angela Beeker said."

It is even more difficult to understand the Commissioner's permission of this monopoly when one reviews their own Henderson County Television Broadcast Policies and Procedures signed by Chairman William Moyer January 2, 2001. There we read under Policy 2, "The County will strive to provide programming that is fair, accurate, balanced and without regard to partisanship or ideology..." or Policy 3, "HCTV will be operated in a manner to comply with all applicable federal, state and local laws...including but not limited to Mediacom's "Public, Educational and Governmental Access Rules" which limit the type of programming the County can air on its government channel." Or Policy 7, subset D "Programs which promote, endorse, or advertise any nonprofit agency, private business, commercial service or product, profit-making activity, political candidate or partisan cause will not be aired." There are a number of other policies which have been broken as a result of airing WHKP's programming on our government channel. In the interest of time, I will offer these to the public record with the red highlighting indicating where policies have been ignored.

The current monopolistic arrangement gives a public resource to a private commercial interest and it is using a public resource to promote partisan political views. Therefore, in the interest of fairness to all citizens, the Henderson County Democratic Party is requesting the removal of WHKP from channel 11. We expect a clear answer from Mediacom, Hendersonville County Commissioners and the municipalities on this First Amendment issue within thirty days.

The Henderson County Democratic Party encourages all citizens to fully participate in creating and supervising our shared laws. Democracy is not a spectator sport and vigilance is the key to it's continued existence. I wish to conclude with a favorite quotation from a distinguished North Carolinian, Walter Hines Page who said, "There is one thing better than good government, and that is government in which all the people have a part."

Presented by:
Eva L. Ritchey, Chair
Henderson County Democratic Party

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Article published Nov 26, 2003

Push for extra cable TV channel

Twelve weeks ago, the county's handling of its public access channel seemed to be an open-and-shut case of favoritism toward one local radio station to the detriment of the other.

After all, if the county is helping WHKP-AM extend its reach by several thousand cable customers, that's a substantial favor. No wonder management of East Flat Rock station WTZQ-AM challenged the policy's fairness. Commissioners Larry Young and Grady Hawkins seemed convinced.

"Personally, I think it's wrong to show patronage to one radio station," Young said.

Young and Hawkins said the county ought to negotiate with Mediacom to add a second public access channel so both stations would have access to the cable system.

Then, all of a sudden, the commissioners shrugged it off and moved on. What happened?

After raising the issue months ago, commissioners abruptly announced last week that WHKP will continue to be heard on Mediacom channel 11, the county's public access channel.

"We are not actively negotiating for another public access channel right now," Young said. "We are coming up on our contract negotiations in January and more access channels will be part of the negotiations at that time."

Thanks to Congress' ill-advised deregulation of the telecommunications industry in 1996, county commissioners have limited options. But the main one they do have — authorizing long-term franchise agreements — is very important to cable TV companies, and Mediacom's is expiring in July 2006. An indicator of the value of the agreement to the cable provider is that Mediacom is already negotiating for a long-term renewal.

Young said the county is considering looking at more cable companies than just Mediacom. It is also asking for three public channels.

One would be for county government, one for the School Board and the third would be for Blue Ridge Community College, which is completing a broadcast studio and would use the channel to offer classes via cable TV.

Sounds good, but in the meantime the commissioners ought to level the playing field.

One solution would be to drop WHKP, but that would hardly serve the public. Many county residents out of range of WHKP's signal listen to the cable channel. The station provides popular programs such as the community news show Open Line, Rush Limbaugh and Paul Harvey. Listeners also get high school games, the Tar Heel Sports Network and the Carolina Panthers.

Commissioners hold a valuable commodity, the franchise agreement. They ought to use their leverage to get an extra channel and give WTZQ cable access.

County commissioners have spent \$2,000 plus expenses on an audit of Mediacom's ever-spiraling rates. What's happened to that? Why can't commissioners use their leverage now to demand a second channel? It could be used for WTZQ and the School Board. That's not the free market exactly but it's a heckuva lot more fair than the uneven field commissioners have now sanctioned.

And if these county commissioners aren't free marketers, what do they believe?

Rush: MPs Just 'Blowing Off Steam'

WASHINGTON, May 6, 2004

This Against the Grain commentary is written by CBSNews.com's Dick Meyer.

There is one proud and satisfied place where the pictures and accounts of the abuse endured by some prisoners at Abu Ghraib cause no consternation and no outrage: Rush Limbaugh's America, pop. 20 million.

Here's Rush's take, from his [Website](#):

"I'm sorry, folks. I'm sorry. Somebody has to provide a little levity here. This is not as serious as everybody is making it out to be. My gosh, we're all wringing our hands here. We act like, 'Okay let's just die,' you know? 'Let's just give up. What can we do to make these people feel better? Let's just pull out of there, and let's just go. Let's just become a neutral country. Let's just do that.' I mean, it's ridiculous. It's outrageous what's happening here, and it's not -- and it's not because I'm out of touch; it's because I am *in touch*, folks, that I can understand. This is a pure, media-generated story. I'm not saying it didn't happen; I'm [not] saying the pictures aren't there, but this is being given more life than the Waco invasion got. This is being given more life than almost -- it's almost become an Oklahoma City-type thing. One more Bush sound bite, and the president continued explaining how real democracy works here."

Here's Rush's sociological evaluation of what really happened at Abu Ghraib, as quoted in a piece in [The New Republic](#) on Limbaughism:

"This is no different than what happens at the Skull and Bones initiation, and we're going to ruin people's lives over it, and we're going to hamper our military effort, and then we are going to really hammer them because they had a good time. You know, these people are being fired at every day. I'm talking about people having a good time, these people, you ever heard of emotional release? You [ever] heard of need to blow some steam off?"

Now, don't you feel like a dopey dittohead for letting a little outbreak of prisoner sadism bug you? These were just boys and girls blowing off steam during a stressful situation. Let's not make an international incident out of it, for crying out loud.

In Rush's world, this is essentially geopolitical spilled milk:

"I don't understand what we're so worried about. These are the people that are trying to kill us. What do we care what is the most humiliating thing in the world for them? There's also this business of them all wearing hoods and how that's also very humiliating. You can see more guys wearing hoods at a [Sen.] Robert Byrd birthday party 40 years ago than we've seen in these prisoner photos."

So what's the moral of the story, for Rush?

"There's only one thing to do here, folks, and that's achieve *victory* over people who have targeted us for loooong, long time, well over 15, 20 years. It's the only way to deal with this, and that's why obsessing about a single incident or two of so-called abuse in a prison is nothing more than a giant distraction and could up being something that will really ties [sic] our hands and handcuffs us in what the *real* objective is here, which is the preservation of our way of life and our country."

"And that's why I'm not going to sit here and obsess and join the rest of the media with this and turn this into a campaign issue, try to convince as many people that George Bush is incompetent and needs to be thrown out of office -- because that's all this is. But in the process, what all that does is weaken the resolve of the people of this country..."

Now, don't you feel like a dopey dittohead for wasting time worrying about how this incident was preventable fuel for anti-American hate? For worrying that soldiers under our flag did something profoundly wrong by our own measures? For feeling anything remotely like what Limbaugh diagnoses as liberal sniveling?

President Bush, however, has not been comforted by the Limbaugh analysis. "It's a stain on our country's honor and our country's reputation," President Bush said. "I am sickened by what I saw and sickened that people got the wrong impression."

There has been a good deal of attention in the U.S. to how the Abu Ghraib episode has been covered and perceived around the world. I present these passages of America's most listened to political theorist, Rush Limbaugh, in that spirit. Many, many Americans seem to share the views Limbaugh expresses in these quotes -- a fact that people who don't share those views had better understand loud and clear.

I admit to finding several points of agreement in Rush's rush of pronouncements about this saga. (For the record, I'll get more hate mail for that admission than I'll get from Rush's backers, though that too will be voluminous.)

"There are probably some good people in the bad guys and some rotten apples in the good guys, and these people that did this so-called torture may in fact be the rotten apples of the good guy group. But it's like I said: it doesn't taint the whole military effort and it doesn't taint us, but the world is joining in now trying to taint us as a nation, as a people, and as a culture by virtue of these pictures on the basis that we have humiliated these people. What is hijacking our own airplanes and flying them into the World Trade Center and the Pentagon? How humiliating is it to blow up American civilians in a convoy and have their charred bodies dragged from the car and dragged through it streets? There seems to be no sensitivity, concern or outrage for any of this anywhere in the world. So pardon me if my patience is a little short."

I think Rush is right: the world was not properly outraged when jubilant Iraqis desecrated the mutilated corpses of Americans.

And Rush is right: this is not who "we" are. Some of "us," like some of all peoples, are capable of great cruelty and great evil, in some circumstances. "We" are probably no more or no less susceptible than other groups. What is different about "us" from so many others is the institutions, the laws, the habits, the openness and the idealism that we have developed. All that broke down at Abu Ghraib and in the bureaucracy that managed it.

It is precisely the rebellion and repugnance at such failures that makes us vigilante against them in the future. An it is precisely the skilled sophistry, the chauvinism and the fear mongering of Limbaughism that corrodes the vigilance we should be proud of and that we need to ever cultivate.

[Want to join the debate? Go to our message boards.](#)

Dick Meyer, the Editorial Director of CBSNews.com, has covered politics and government in Washington for 20 years and has won the Investigative Reporters and Editors, Alfred I. Dupont, and Society of Professional Journalists awards for investigative journalism.

E-mail questions, comments, complaints, arguments and ideas to [Against the Grain](#). We will publish some of the interesting (and civil) ones.

By Dick Meyer
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HENDERSON COUNTY TELEVISION BROADCAST POLICIES AND PROCEDURES

1. **NAME AND CHANNEL DESIGNATION** – Henderson County’s Government Channel, “The Government Channel”, is currently operating as HCTV on Mediacom’s Channel 11. The Channel Designation of Channel 11 may from time-to-time be changed by Mediacom.

2. **PURPOSE OF CHANNEL** – Henderson County would like to become the model for quality government programming by creating interesting, relevant and timely programming on HCTV. The County’s purpose in offering programming on HCTV is to provide information about Henderson County Government and its services, policies, and programs in order to enhance public understanding of County government and local issues affecting County government. The County will strive to provide programming that is fair, accurate, balanced and without regard to partisanship or ideology. It is not the County’s intention to create any sort of public forum on HCTV but merely to provide information concerning County government issues.

3. **COMPLIANCE WITH LAWS AND REGULATIONS** – HCTV will be operated in a manner to comply with all applicable federal, state and local laws, rules, and regulations, including but not limited to Mediacom’s “Public, Educational and Governmental Access Rules” which limit the type of programming the County can air on its government channel.

4. **DEFINITIONS** – The following definitions will apply throughout these policies and may, as appropriate, be deemed to refer collectively or to any part thereof:
 - “Approved Agency” – Blue Ridge Community College, Henderson County Board of Public Education, Henderson County Hospital Corporation, and TREND Area Mental Health Authority.

 - “County Government” – Henderson County Board of Commissioners and Administration and all County departments and offices. Also included specifically are the NC Cooperative Extension – Henderson County Center, Soil & Water Conservation District, and Henderson County Travel & Tourism Department.

 - “Emergency Programming” – Programming submitted only by the Henderson County Emergency Management Office which addresses any actual or threatened enemy attack, sabotage or extraordinary fire, flood, storm, epidemic, chemical spill or other impending or actual calamity endangering or threatening to endanger health, life or property.

 - “Governmental Entities” – The governing boards of the municipalities within Henderson County, the Henderson County Board of Public Education.

5. **TYPES OF PROGRAMMING** – Only programming which is consistent with these policies and which is submitted by County Government, Governmental Entities or

Approved Agencies, as those terms are defined herein, will be broadcast on HCTV. Henderson County will not air any program submitted by an individual or agency not considered to be County Government, a Governmental Entity or an Approved Agency, as those terms are defined herein.

The Channel Administrator is responsible for determining if programming is consistent with the policies, as they may be amended.

The County will be airing both character-generated programming as well as videotaped programming. The character-generated programming will be information messages displayed in typewritten form which will run continuously when no other video programming is scheduled. Videotaped programming may include both taped broadcast of meetings and pre-produced video programming. Specifically programming may only include the following:

- a. Meetings of the Henderson County Board of Commissioners - Taped broadcast of the regularly scheduled meetings and, in the discretion of the Board, some special meetings of the Henderson County Board of Commissioners; these meetings may or may not be taped in their entirety and are not the official record of the meeting and will not be retained;
- b. Meetings of Other Governmental Entities - Taped broadcast of official meetings of the governing bodies of the municipalities within Henderson County and the Henderson County Board of Public Education;
- c. County Video Programming – Pre-produced programming submitted by County Government which illustrates the mandates, programs, and services of County Government; may also include programs that discuss, outline and/or summarize County governmental functions or techniques; programming may include participation from outside organizations, agencies, governments or individuals as long as such participation is central to the program topic; must be at least 10 minutes in length
- d. Approved Agency Video Programming - Pre-produced programming submitted by an Approved Agency which is designed to inform the public of the services and facilities that Approved Agencies offer in Henderson County and that is of general interest; such programming must be sponsored by County Government in order to be eligible for broadcast; must be at least 10 minutes in length
- e. County Message Programming - Character-generated information submitted by County Government; may include, but is not limited to, information concerning County Government such as job openings, meeting schedules, park activities, library hours, board vacancies and other departmental information;
- f. Approved Agency Message Programming - Character-generated information submitted by an Approved Agency; is limited to general and brief information

about meetings, facilities, services and programs offered in Henderson County by the submitting Approved Agency.

6. **GENERAL CATEGORIES OF PROGRAMMING** – The programming enumerated and described in Paragraph 5 above must fall within one or more of the following general categories of programming:

- a. Announcements or programs concerning emergencies and other timely issues that affect public safety and health in the community;
- b. Public proceedings and meetings involving the elected and appointed officials within Henderson County;
- c. Programs and meetings that help explain County policies and programs;
- d. Programs and meetings which inform the public of the facilities, services and programs offered to the citizens of Henderson County;
- e. Public meetings or programs of other governments including federal, state, regional and local governments, that affect County Government or the residents of Henderson County if submitted by County Government only;
- f. Programs that highlight the cultural and historic resources of Henderson County;
- g. Public service announcements (one minute or less in length) if submitted by County Government only.

7. **PROGRAMMING RESTRICTIONS** – In light of the purpose of HCTV, the following programming restrictions apply:

- a. Except as specifically provided in this subparagraph, the County will not air any programming on HCTV which has as its purpose the assistance of a campaign for election of any person to any office or the promotion or opposition to any ballot position. From the time of their announced candidacy until after the election, announced candidates to any elected office shall not be permitted to make personal statements on HCTV, except as participants of formal public meetings in the discharge of their regular and routine duties. Factual information concerning information on any ballot issue affecting County Government services may be allowed. Character-generated election results may also be aired.
- b. Programs containing slanderous, lewd, obscene or violent material will not be aired. The County recognizes that programs with artistic or social merit may contain content or language considered objectionable to some viewers. However, community standards of good taste will be adhered to at all times. The Channel Administrator shall make the initial determination which is appealable in accordance with Section 20 herein.

- c. Programs containing copyrighted materials will not be broadcast without proper copyright authorization. Approved Agencies submitting programming will be responsible for obtaining all necessary copyright clearance and shall indemnify and hold HCTV, Henderson County and its officers, employees and agents harmless in any case of copyright infringement.
 - d. **Programs which promote, endorse, or advertise any nonprofit agency, private business, commercial service or product, profit-making activity, political candidate or partisan cause will not be aired.**
 - e. Programs pertaining, directly or indirectly, to lotteries or any other device, scheme, plan, promotion, contest, or other program involving prize or chance will not be aired.
 - f. Programs which solicit donations of any kind will not be broadcast.
 - g. Programs which contain outdated or **misleading information** will not be broadcast. Most programs will be considered up-to-date for six (6) months from video production.
 - h. **Requests for access to HCTV for the purpose of advocating a personal viewpoint shall generally be denied, unless part of a County Government programming strategy to solicit personal viewpoints with equal time provided to all.**
 - i. Programs which do not meet acceptable broadcast standards for video and audio quality will not be aired. The Channel Administrator shall determine which programs meet acceptable broadcast standards.
8. **SPONSORSHIP OF VIDEO PROGRAMMING** – All video programming, except taped broadcast of official meetings of the Henderson County Board of Commissioners or other Governmental Entities, must be sponsored by a particular department or office of County Government. Such sponsorship must be indicated, either verbally or in writing, at the beginning and at the end of each video program by providing a statement substantially similar to the following:

“The following program is sponsored by Henderson County _____ Department.

.... [VIDEO PROGRAM]

The preceding program was sponsored by Henderson County _____ Department.”

It shall be the sponsor’s responsibility for reviewing the program to ensure that it is appropriate for broadcast on HCTV and in conformity with these policies. Only the

head of the particular department or office of County Government is authorized to sponsor programming or sign any document indicating such sponsorship.

9. **DISCRETION TO ALLOW OR DISALLOW PROGRAMMING** – Notwithstanding anything in these policies to the contrary, Henderson County, acting by and through the County Manager, reserves the absolute right to prohibit the broadcast of any particular video program or message on HCTV, whether submitted by County Government, any other Governmental Entity, an Approved Agency, or anyone else. **Henderson County will not air any program submitted by an individual or agency not considered to be County Government, a Governmental Entity or an Approved Agency, as those terms are defined herein.** Furthermore, Henderson County, acting by and through the County Manager, also reserves the right to authorize and approve programming that is not in strict compliance with the types of programming listed in Section 5 as long as such programming is of significant interest to the citizens of Henderson County and is consistent with the guidelines and restrictions shown in Sections 6 and Section 7 and the purpose of the channel as expressed in Section 2. *(ED>Highly Questionable in this case.)*
10. **TECHNICAL STANDARDS** – A copy of all programming must be submitted to the Channel Administrator in VHS format for a full review for conformity with these policies. The broadcast copy of approved programming must be submitted in a format consistent with the current technical requirements. Video and audio quality of all programs must meet acceptable broadcast standards as determined by the Channel Administrator. Contact the Channel Administrator for specific technical requirements.
11. **TECHNICAL DIFFICULTIES** – The Channel Administrator shall use best efforts to keep any videotapes that are delivered to him or her in the same condition as they were in when delivered; however, Henderson County shall not be responsible for inadvertent erasure or damage to such tapes. The submitter should keep an archive copy of the videotape so that a duplicate tape can be made and broadcast in the event that the original tape is unable to be aired due to technical difficulties related to the tape. The programming on HCTV is originating from Mediacom and its cable head end located in Hendersonville, NC. Questions concerning technical difficulties should be first directed to Mediacom.
12. **REQUESTS FOR PROGRAMMING** – County Government, other Governmental Entities, and Approved Agencies, by and through their respective heads, may submit a formal request for programming when they feel it appropriate for broadcast on the County Government Channel. Requests should be made to the Channel Administrator in writing on a designated form provided by the Channel Administrator. The Channel Administrator may waive such requirement for Emergency Programming submitted by the Henderson County Emergency Management Office. In order to allow for proper program scheduling and publicity, requests must be submitted prior to the requested broadcast date in accordance with the following deadlines:
 - Emergency Programming – as soon as possible

- Meetings – 2 weeks in advance (other arrangements may be made for regularly scheduled and broadcast meetings)
- Message Programming – 2 weeks in advance
- Video Programming – 4 weeks in advance

The programming must be in conformity with these policies and approved by the Channel Administrator prior to scheduling and broadcast. **Any programming that does not meet the policies as submitted may be subject to editing as discussed in Section 13 below in order to receive approval for broadcast.**

13. **PROGRAM EDITING** – With the exception of taped meetings of the Board of Commissioners and other Governmental Entities, all programming is subject to editing. Such editing is not intended to alter the factual content or overall intent of the material being broadcast. It shall be the general policy that Henderson County will not edit any programming that is copyrighted to someone other than Henderson County. In that instance the submitter will be given an opportunity to secure copyright approval to edit and edit the videotape at the Channel Administrator's direction but at the submitter's expense, and resubmit the edited tape for review and possible broadcast. Each Governmental Entity, including the Henderson County Board of Commissioners, has the right to tape its meetings in whole or in part and to air any portion or portions of such meetings as it deems advisable and the Channel Administrator has no authority to edit such meeting tapes. Character-generated information may be edited to provide for clarity and maximum utilization of pages available. The Channel Administrator has the operational responsibility for the message editing. Such message editing duties may be delegated in the Channel Administrator's discretion.

14. **PROGRAM SCHEDULING** – Henderson County will endeavor to provide some form of programming broadcast 24 hours a day. When video programming is not broadcast, the message programming will run. Schedules of programs to be aired on HCTV will be developed and kept by the Channel Administrator. Every effort will be made to schedule video programming in an equitable and non-discriminatory manner; allowing, when appropriate, the County to broadcast a single program for multiple airings at various times. When possible, tapes of regularly scheduled meetings will be scheduled as promptly as possible in order to ensure timely airing of the meetings. Scheduling, however, will be in the discretion of the Channel Administrator taking into consideration any limitations imposed by Mediacom. Such schedule does not guarantee the actual airing of such programs since emergency programming, technical difficulties, acts of God or other events beyond the control of the Channel Administrator, Mediacom or Henderson County, may prohibit the airing of programs as scheduled. The County shall not be responsible or liable for such failures.

15. **VIDEOTAPE OWNERSHIP AND COPYRIGHT** – All programming produced by County Government shall be considered the property of Henderson County and shall be copyrighted as such. Henderson County makes no representation as to the ownership or copyright of any other programming broadcast on HCTV. It is the responsibility of the submitter to ensure that the proper copyright authorization is

obtained to allow the broadcast as requested and Henderson County and HCTV shall be held harmless for any failure to obtain such authorizations.

16. **RETENTION OF VIDEO PROGRAMMING** – Except to the extent required by law, it shall not be the responsibility of Henderson County to retain any video programming that is broadcast, or submitted for broadcast, on HCTV. The submitter and/or sponsor are responsible for retaining a copy of the video programming and for complying with applicable laws regarding records retention. The submitter and/or sponsor are also responsible for retrieving any videotapes left in the Channel Administrator's possession within 15 days of the end of the broadcast, after which time the Channel Administrator is authorized to destroy or erase the tape(s) without notice to the submitter or sponsor. Notwithstanding the foregoing, it is recognized that certain videotapes may be kept on file by the Channel Administrator and reused in future broadcasts if proper permission is secured.
17. **DUPLICATION OF VIDEO PROGRAMMING** – Videotape duplication services are not offered by the County; however, the County will endeavor to locate a vendor for that service. Citizens wishing to obtain a copy of any video programming should contact the Channel Administrator for information concerning the vendor and the duplication services available, if any. A duplication charge may be required to be paid in advance to the vendor performing the duplication service. Citizens wishing to obtain a copy of any video programming not kept by the Channel Administrator must contact the submitter of the program. That contact information can be obtained through the Channel Administrator. It shall be the responsibility of the submitter to determine if duplication of a videotape will result in copyright infringement. The County shall not be responsible for ensuring that such duplication is not a violation of copyright laws.
18. **CHANNEL ADMINISTRATOR AND ASSIGNED STAFF** – The Channel Administrator shall be designated by and shall report to the County Manager. The Channel Administrator has the responsibility of the general management of HCTV and shall perform all duties so assigned. **The Channel Administrator shall perform his or her duties in a fair and impartial manner and shall endeavor to ensure that the approved programming is in conformity with these policies as they may from time to time be amended.** Additional County staff may be assigned duties related to the operations of HCTV or the County may contract for such services; however, all persons working on HCTV must possess an appropriate background in video and broadcasting for the duties assigned.
19. **USE OF COUNTY-OWNED EQUIPMENT** – County-owned equipment shall be restricted to authorized activities and its use shall be restricted to authorized staff of the County or trained personnel under the direction of the Channel Administrator. The loaning or use of the equipment for personal or outside use shall not be permitted. Authorized activities are limited to the production of County Government video programming, the taping of official meetings of the Henderson County Board of Commissioners and other Governmental Entities, and such other uses deemed appropriate by the County Manager.

20. **COMPLAINT PROCEDURE AND APPEAL** – Complaints regarding HCTV programming decisions shall be submitted in writing to the Channel Administrator on a timely basis not to exceed 30 days from the incident complained of and shall be acted upon in writing by the Channel Administrator in a timely fashion not to exceed 30 days. If any person disagrees with the Channel Administrator's decision regarding a complaint, he or she may appeal in writing to the County Manager within 30 days of the Channel Administrator's decision for a final determination. The County Manager has sole discretion in making such final determinations. The following addresses must be used in following the complaint and appeal procedure set out above:

Henderson County Manager
100 North King Street
Hendersonville, NC 28792

HCTV Channel Administrator
100 North King Street
Hendersonville, NC 28792

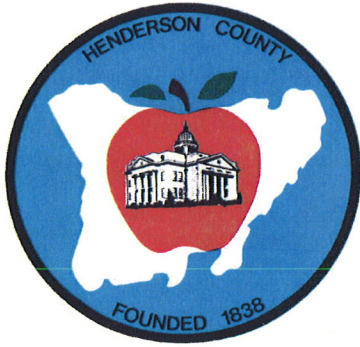
21. **FUNDING** – It is acknowledged that establishing a reliable funding mechanism will enable HCTV to become the model for quality government programming by creating interesting, relevant and timely programming. The budget for HCTV shall be submitted on an annual basis by the County Manager and shall be subject to the normal County budget review process. Funding is in the discretion of the Henderson County Board of Commissioners.

22. **INDEMNIFICATION** – Henderson County, its officers, employees and agents, are not responsible for any loss, injury, damage, penalty, claims, costs (including attorneys' fees and expenses), actions, suits or proceedings of any kind, related to the operation of HCTV and shall specifically (but not by way of limitation) be indemnified and held harmless from any negligent or intentional act or omission of Mediacom, its officers, employees or agents, the Approved Agencies, their officers, employees and agents, or any other third party, arising out of the operation of HCTV, including but not limited to the following:

- a. accuracy/inaccuracy of any information broadcast over HCTV that was submitted by outside sources;
- b. broadcast of incorrect information or programming over HCTV;
- c. failure to broadcast programming as scheduled;
- d. inadvertent erasures or damage to videotapes;
- e. destruction of videotapes not timely retrieved;
- f. failure to obtain proper copyright authorization.

APPROVED this the 2nd day of January, 2001 by the **HENDERSON COUNTY BOARD OF COMMISSIONERS.**

William L. Moyer, Chairman



HENDERSON COUNTY LEGAL DEPARTMENT

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rburrell@hendersoncountync.org

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Phone:
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Fax:
(828) 697-4536

Website:
www.hendersoncountync.org

Memorandum

TO: Board of Commissioners
FROM: Charles Russell Burrell
DATE: 19 July 2005
RE: Rescue Squad Funding Options

This document is a public record pursuant to the terms of Chapter 132 of the North Carolina General Statutes.

Background: In 2004, the Henderson County Fire & Rescue Advisory Committee (“the Committee”) investigated options for securing long-term, stable funding for the Henderson County Rescue Squad.

The Committee found that the operation of the Rescue Squad is most similar to the local volunteer fire departments in terms of funding needs. Like the volunteer fire departments, the benefits of the operation of the Rescue Squad are shared by all those residing in its district (of course, in the case of the Rescue Squad, the district is all of Henderson County), but like the fire departments the Rescue Squad has long-term facility and other capital needs best met by stable, secure funding not subject to the fluctuations of an annual appropriation process.

The funding options investigated by the Committee included:

- (i) regular appropriations from the county – in other words, business as usual;
- (ii) a special tax district created by the Board of Commissioners (which would at its greatest extent include the whole county, *less* incorporated areas);
- (iii) a special tax district as in option (ii), *plus* supplemental contracts with the municipalities to fund a share proportionate to that supplied by the special tax district; and
- (iv) a special county-wide tax district (including the municipalities). This option could only be enacted by the legislature.

In all of (ii), (iii) and (iv), the proceeds of any special tax district would be handled similarly to fire department tax districts.

Evaluation: In evaluating these options, your Fire & Rescue Advisory Committee reached several conclusions that shaped its recommendations to you. The Committee determined that: Option (i) was considered least desirable option, due to the resultant difficulty for long-range planning for facilities and capital needs (for the same reason that local fire departments are not handled in this manner). Option (ii) was considered inequitable, because the rescue squad operate within the municipalities (as well as unincorporated areas), which would not “pay” for the service. Option (iii) was considered somewhat impractical, with the typical difficulty of asking municipalities to pay for a service they currently get “for free”, as county taxpayers, plus the not inconsiderable task of determining the proper way to apportion the municipalities’ shares as compared to the special tax district. Option (iv) was considered the best choice, and the rescue squad and the Fire & Rescue Advisory Committee recommended this to the Board of Commissioners.

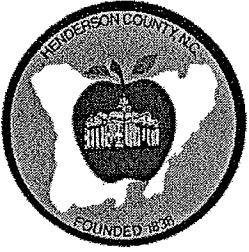
Board of Commissioners Action: Upon this recommendation, in January of 2005 the Board of Commissioners unanimously voted to seek legislation implementing a special county-wide tax district for the Rescue Squad from the General Assembly.

Memorandum to the Henderson County
Board of Commissioners
19 July 2005
Page 2 of 2

Legislature Acts (or not): This proposal met with resistance in Raleigh, resistance which has proven outside the ability of the Rescue Squad, the Committee, and the Board to overcome, at least at this time. The powers-that-be in Raleigh suggest that the rescue squad investigate options other than option (iv).

Options to the Board at this point: The Board has the following options:

- A) Do nothing beyond the current budget. This is option (i), above. The arguments against this in the long-term are the difficulty in long-term strategic planning.
- B) Enact a special tax district covering the unincorporated areas of the county, effective FY 2007. This could be done only upon the condition of each municipality either doing the same within its jurisdiction or otherwise contributing a proportional share to the rescue squad, or, less likely, could be done independent of the municipalities.
- C) Try B), and if it should fail by 1 December, try again for option (iv) in the legislature.



HENDERSON COUNTY
OFFICE OF THE COUNTY MANAGER

100 NORTH KING STREET
HENDERSONVILLE, NC 28792-5097
PHONE (828) 697-4809 FAX (828) 698-6014
www.hendersoncountync.org

David E. Nicholson
County Manager
davidn@hendersoncountync.org

Justin Hembree
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Selena D. Coffey
Budget & Management Director
selenac@hendersoncountync.org

Avalina Merrill
Administrative Assistant
avalina@hendersoncountync.org

MEMO

TO: Board of Commissioners
FROM: David E. Nicholson
County Manager
DATE: July 20, 2005
SUBJECT: Recruitment – Planning Director

A handwritten signature in black ink, appearing to read "David E. Nicholson".

I am writing to inform you of the effort to recruit a planning director. Attached to this memo is a copy of the job description, the internal job announcement and an example of the external ad. As you can see, we have posted the position as “open until filled” which will allow me to begin interviewing potential candidates as we receive applications.

We have placed ads in the following publications and through their electronic means.

Hendersonville Times News
North Carolina Association of County Commissioners - County Lines
NC League of Municipalities – Southern City
NC League of Municipalities – League Letter
North Carolina Employment Security Commission

We have also sent notices to the following professional planning organizations and colleges.

NC Chapter of the American Planning Association (including their list serve)
UNC-Chapel Hill
UNC-Charlotte
Appalachian State University
East Carolina University

I have asked Selena Coffey to serve as the interim Planning Director. Her primary functions will be in the areas of organization, supervision and administration. The departmental staff will carry on with the daily work of the department. We have also begun the implementation of the Enforcement and Permitting Division which will relieve many of the routine permitting activities from the Planning Department.



PLANNING DIRECTOR		
Department: Planning	Position Number: 491001	FLSA Status: Exempt

GENERAL DEFINITION OF WORK:

Performs complex administrative and supervisory work in developing, coordinating, approving, and executing policies and methods for the County Planning Department; performs related work as required. Work is performed under general supervision. Exercises full supervision of the Planning Department staff. Reports to the County Manager.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Plans, organizes, supervises, and directs all operations and activities of the Planning Department; oversees, reviews, approves, and/or certifies plans, projects and programs ensuring compliance with local and state statutes, regulations, ordinances, and policies; prepares, administers, and monitors departmental budget; serves on the County's Management Team.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Trains Planning Department staff.
- Provides strategic planning; consults with various officials, professionals, and citizens groups; makes recommendations to the various boards, public officials, and the general public, as needed.
- Develops and updates the County's land use ordinances.
- Attends and/or participates in meetings and public hearings to explain recommendations and planning proposals.
- Receives, investigates, and/or responds to public inquiries, complaints, and concerns.
- Serves as the Subdivision Ordinance Administrator under the County Subdivision Ordinance or delegates authority as allowed by ordinance; approves plans and plats; reviews and makes recommendations on plans for board.
- Prepares, supervises, and/or presents reports, charts, maps, and presentations as needed.
- Prepares correspondence, brochures, and other written materials.
- Manages the work program of the Planning Board.
- Attends meetings of County Commissioners.
- Coordinates state and federal planning grants; compiles information for and assists in the preparation of grant proposals upon request; maintains records for audit of expenditures.
- Develops and maintains accurate files, documents, and records.
- Oversees the development and management of contracts with outside resources.
- Performs related tasks as required.

KNOWLEDGE, SKILLS AND ABILITIES:

Comprehensive knowledge of principles and practices of urban and rural planning as applied to natural resources, population, cultural features, and other economic and social matters; thorough knowledge of government programs, laws, and services pertinent to the planning process; thorough knowledge of office computer software, working familiarity with ESRI GIS projects and other technology used to perform position duties; ability to read and interpret cadastral, orthophoto, topographical, and other maps; ability to plan, coordinate, and supervise the work of others; ability to effectively communicate orally and in writing; ability to attend work regularly.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to Master's degree in urban and regional planning, public administration or related field, supplemented by extensive progressively responsible work experience in planning and/or public administration or closely related field, and considerable experience in management of complex planning projects.

PHYSICAL REQUIREMENTS:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.



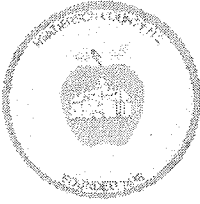
Light work requiring the exertion of up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects; work requires reaching, walking, lifting, fingering, and grasping; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for depth perception, color perception, peripheral vision, preparing and analyzing written or computer data, use of measuring devices, operation of office machines, operation of motor vehicles; determining accuracy, neatness and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions.

SPECIAL REQUIREMENTS:

American Institute of Certified Planners (AICP) certification preferred. Possession of a valid North Carolina driver's license.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.





HENDERSON COUNTY HUMAN RESOURCES DEPARTMENT

100 NORTH KING STREET
HENDERSONVILLE, NC 28792

Memo

To: All Department Heads
From: Jan Prichard, Human Resources Director
Date: 06/30/05
RE: One (1) Full-time Planning Director
— Planning Department

Henderson County is accepting applications for a full-time Planning Director position with the Henderson County Planning Department. Performs complex administrative and supervisory work in developing, coordinating, approving, and executing policies and methods for the County Planning Department; oversees, reviews, approves, and/or certifies plans, projects and programs ensuring compliance with local and state statutes, regulations, ordinances, and policies; prepares, administers, and monitors departmental budget; serves on the County's Management Team; performs related work as required. Work is performed under general supervision. Exercises full supervision of the Planning Department staff. Reports to the County Manager.

Requires comprehensive knowledge of principles and practices of urban and rural planning as applied to natural resources, population, cultural features, and other economic and social matters; thorough knowledge of government programs, laws, and services pertinent to the planning process; thorough knowledge of office computer software, working familiarity with ESR GIS projects and other technology used to perform position duties; ability to read and interpret cadastral, orthophoto, topographical, and other maps; ability to plan, coordinate, and supervise the work of others; ability to effectively communicate orally and in writing; ability to attend work regularly. Requires any combination of education and experience equivalent to a Master's degree in urban and regional planning, public administration or related field, supplemented by extensive progressively responsible work experience in planning and/or public administration or closely related field, and considerable experience in management of complex planning projects. Valid North Carolina driver's license and driver's history required. American Institute of Certified Planners (AICP) certification preferred.

Applications must be submitted to Henderson County HRD, 100 N. King Street Hendersonville, NC 28792, and may be obtained from our website, www.hendersoncountync.org/hrd, or the Employment Security Commission, 26 Francis Rd, Hendersonville, NC 28792. The position is open until filled. All finalist applicants must submit to pre-employment drug screen. EEO M/F/D/V.

PG 82

Starting range: \$51,597 - \$63,978 annually

Phone: (828) 697-4669 ♦ Fax: (828) 698-6184 ♦ TDD: (828) 697-4580

Job Line: (828) 697-4575

www.hendersoncountync.org/hrd

Henderson County is an Equal Opportunity Employer

PLANNING DIRECTOR – Henderson County. Oversees, reviews, approves, and/or certifies plans, projects and programs ensuring compliance with local and state statutes, regulations, ordinances and policies; serves on the County’s Management Team; reports to County Manager. Requires education/experience equivalent to Master’s degree in urban and regional planning, public administration or related field, with extensive progressively responsible work experience in planning and/or public administration or related field, considerable experience managing complex planning projects. American Institute of Certified Planners (AICP) certification preferred. Start range \$51,597-\$63,978 depending upon experience. Submit County application and resume to Henderson County HR Department, 100 N. King St., Hendersonville, NC 28791, www.hendersoncountync.org/hrd. Open until filled. EOE M/F/D/V

Clerk's copy

**HENDERSON COUNTY
NORTH CAROLINA**

**County Manager's
Monthly Report**

July 2005

**David E. Nicholson
County Manager**



Old Jail



Human Services Building Site



Mills River Interceptor Project



Historic Courthouse





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

GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE
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. 	None	Ongoing
a. Increase the supply of prepared industrial sites and buildings, and make them available on a cost competitive basis.	<ul style="list-style-type: none"> Partnership activities ongoing. 	None	Ongoing
2. Identify appropriate land to preserve for future industrial development. [E-01-B]	<ul style="list-style-type: none"> See below. 	None	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. 	None	Feb 05 Complete
b. Gather GIS data representing each of the criteria.	<ul style="list-style-type: none"> Complete. 	None	Mar 05 Complete
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. 	None	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.	<ul style="list-style-type: none"> Complete 	None	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.	<ul style="list-style-type: none"> On 6/21/05, staff presented a summary of the industrial site suitability analysis results to the Planning Board. The Planning Board referred the results to a sub-committee for further review and discussion. The Planning Board will set a sub-committee meeting date at the 7/19/2005 meeting. 	None	May 05 Complete
f. Incorporate land regulation tools in the new Land Development Code to further protect identified parcels.			Dec 05



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

GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/Immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE
Strategy 1.2: Support the development of the commercial sector. [E-02]			
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. 	None	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"> Travel & Tourism currently working on the development of the Heritage Tourism Plan. 	None	FY 04-05 In process
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. 	None	FY 04-05 In process
2. Research the benefits of being designated as a national heritage area.	<ul style="list-style-type: none"> See action step 1 above. 	None	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]	<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. 	None	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. Airport staff are planning a public information and comment session for 7/25/05 on the Terminal Area Plan. On 7/5/05, the Board of Commissioners held a public hearing and voted to approve the rezoning as presented. 	None	FY 04-05 In process



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

GOALS, STRATEGIES, & ACTION STEPS	CURRENT STATUS (Includes most recent activity/immediate steps forward.)	SIGNIFICANT CHANGES (Changes in timeline or scope)	TARGET DATE
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. 	None	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. 	None	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 development activities. 	None	Ongoing
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. 	None	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. 	None	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. 	None	Ongoing
4. Promote agricultural products that are produced in Henderson County. [A-02-G]	<ul style="list-style-type: none"> To be addressed. 	None	Ongoing
5. Identify an agricultural proponent or facilitator. [A-02-H]	<ul style="list-style-type: none"> To be addressed. 	None	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 July 5, 2005 and established an effective date of July 15, 2005. 	None	FY 04-05 Complete
2. Enforce the Flood Hazard Prevention Ordinance.	<ul style="list-style-type: none"> Funds for positions to assist with 		FY 05-06



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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. 	None	Ongoing
4. Consider participation in the National Flood Insurance Program.	<ul style="list-style-type: none"> An application to join the NFIP will be presented to the Board on July 20, 2005. 	None	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 Mills River Watershed and the Upper Broad in January 2005. 	None	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 7/5/05 the Board of Commissioners requested staff to look into whether or not implementation of this item could be accelerated. 		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"> On 7/5/05 the Board of Commissioners requested staff to look into whether or not implementation of this item could be accelerated. 		FY 05-06
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	<ul style="list-style-type: none"> Planning staff addresses this issue 	None	Ongoing



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improved enforcement. [CCP GMS]	<ul style="list-style-type: none"> when it receives communications tower applications. Staff is examining requirements as part of Land Development Code development process. 		
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. 	None	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 Complete Ongoing
2. Conduct an inventory of historic/culturally significant sites/structures, as related to the cemetery issue. [N-05-A]			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. 	None	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. 	None	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 community organizations. 	None	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]	<ul style="list-style-type: none"> Partnership currently addressing this issue via brochures and communications with potential industries moving to the area. 	None	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"> The Plan has been sent to HUD for review. A response is expected before 07/01/05. 	Ahead of schedule	FY 05-06 In process. Ahead of schedule.
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. 	Not applicable	FY 04-05 Complete
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"> County was notified by the Dept. of Commerce in May (2005) that it was awarded a \$400,000 CDBG for 2005 Scattered Site Housing funds. 	Not applicable	Ongoing
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. Housing Planner attended a workshop on Building Senior Friendly Communities. 	Ahead of schedule.	FY 06-07 Ahead of schedule
5. Lead the establishment of an affordable housing trust fund. [H-01-H]			FY 05-06
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 	None	FY 05-06



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<p>2. Identify and incorporate access management standards and requirements into County land development ordinances. [T-01-B]</p>	<p>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.</p> <ul style="list-style-type: none"> Request made for Board of Commissioners to endorse Phase I Highway Map. 	<p>Contract with consulting firm to carry over into FY 05-06.</p>	<p>FY 04-05 In process</p>
<p>3. Continue to support public transportation in Henderson County. [T-01-C]</p>	<ul style="list-style-type: none"> Staff has applied for a grant to further public transportation. 	<p>None</p>	<p>Ongoing</p>
<p>4. Integrate recreation and transportation planning. [T-01-D]</p>	<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. 	<p>None</p>	<p>Ongoing</p>
<p>5. Continue active leadership of, and participation in, the French Broad River Metropolitan Planning Organization (FBRMPO). [T-01-E]</p>	<ul style="list-style-type: none"> Board represented on the MPO TAC. Staff represented on the MPO TCC. 	<p>None</p>	<p>Ongoing</p>
<p>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]</p> <p>1. Support the development of a countywide sewer and water master plan. [SW-01-A]</p>	<ul style="list-style-type: none"> Sewer & Water Master Plan has been submitted to the LGCCA and County is waiting for each local government to submit comments. 	<p>Not applicable</p>	<p>FY 04-05 In process</p>



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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"> 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. 	None	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. 	None	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. 	Not applicable	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 strategies within the CCP. On 6/8/05, the Board of Commissioners completed the rezoning of properties in the US 25 	None	Ongoing



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2. Develop a Land Development Code (i.e. Zoning Ordinance Rewrite).	<p>North Zoning Study Area by taking action to rezone "contested" parcels.</p> <ul style="list-style-type: none"> Planning staff Land Development Code team meets weekly to receive assignments, discuss progress and issues, etc. Staff drafted text for the commercial zoning district, and discussed development of a rural district and an office/institutional district. Staff drafted text for general provisions and researched options for the various processes included in the new land development code. Planning staff gave a brief update to the Planning Board regarding the status of this project. 	None	FY 05-06 In Process
a. Consolidate existing land development ordinances into a single Land Development Code. [GMS-01-B] 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. To be addressed. 		FY 05-06 FY 05-06
c. Revise County ordinances to allow the private sector to develop a broad range of housing choices. [H-01-A] 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. To be addressed. 		FY 05-06 FY 05-06



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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]			
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]	<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 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.	<ul style="list-style-type: none"> Board approved CCP amendment process at 03/23/05 meeting. 	None	Mar 05 Complete
2. Begin the NC 191 South/Mills River East small area plan.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
3. Begin the Etowah / Horseshoe / Mills River South small area plan.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
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 currently researching options for upgrading current system. 	None	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.	<ul style="list-style-type: none"> To be addressed. 		Begin July 05 TBD
4. Develop a timeline for implementation.			Begin Aug 07



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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 currently identifying ways to implement technology enhancement efficiently. 	None	July 05 Complete
2. Present SITP for review.			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.	<ul style="list-style-type: none"> Elections staff keeping abreast of the State's voting guidelines per correspondence with State Elections representatives. See #3 below. 	Not applicable	Summer 05
2. Work with the Board of Elections & Elections Supervisor in addressing facility needs.	<ul style="list-style-type: none"> Elections currently searching for additional voting sites. 	None	Summer 05
3. Develop a funding plan for the purchase of the necessary equipment.	<ul style="list-style-type: none"> 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. 	None	Summer 05
4. Include funding for voting equipment within the FY 05-06 Budget.	<ul style="list-style-type: none"> Staff does not have clear indication from the State regarding equipment required. 	None	Ongoing
5. Address facility needs for one-stop voting via funding within the FY 05-06 Budget.	<ul style="list-style-type: none"> Elections currently searching for additional voting sites. 	None	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 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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1. Research examples of fund balance policy statements.	<ul style="list-style-type: none"> Complete. 	None	Feb 05 Complete
2. Determine practical methods for improving fund balance reserves.	<ul style="list-style-type: none"> Complete. 	None	Feb 05 Complete
3. Draft fund balance policy statement.	<ul style="list-style-type: none"> Complete. 	None	Mar 05 Complete
4. Adopt/implement policy statement.	<ul style="list-style-type: none"> Draft policy presented and approved at 03/23/05 meeting. Staff to present plan to increase fund balance at 04/20/05 meeting. 	None	Apr 05 Complete
Strategy 3.2: Develop a debt issuance policy.			
1. Research other entities' policy examples.	<ul style="list-style-type: none"> Complete. 	None	Feb 05 Complete
2. Draft policy statement.	<ul style="list-style-type: none"> Complete. 	None	Mar 05 Complete
3. Board Review and approval.	<ul style="list-style-type: none"> Draft policy presented and approved at 03/23/05 meeting. 	None	Mar 05 Complete
4. Monitor for compliance annually during budget process and development of CIP.	<ul style="list-style-type: none"> To be monitored upon approval. 	None	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.	<ul style="list-style-type: none"> Consultant's preliminary report currently being reviewed. 	Approximately 1 month behind schedule due to job description delays.	April 05 Complete
2. Evaluate implementation plan in terms of budgetary implications.	<ul style="list-style-type: none"> Consultant continues to develop funding scenarios for implementation of study recommendations. 	See above.	Apr 05 Complete
3. Incorporate Project Team recommendations in FY 05-06 Manager's Recommended Budget.	<ul style="list-style-type: none"> See above. 	See above.	May 05 Complete



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4. Board of Commissioners' review of recommendation during budget process.	<ul style="list-style-type: none"> Board approval of 3 year implementation schedule; to begin implementation in October 2005. 	None	May-June 05 Complete
5. Implementation of study.	<ul style="list-style-type: none"> To begin implementation in October 2005. 		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.	<ul style="list-style-type: none"> Departmental assessment complete. Committee to be formed to research solutions. See #2 below. 	Ahead of schedule	July-Sept 05 Complete
2. Research options to improve service delivery to this population.			Sept-Oct 05
3. Implement strategies to improve service delivery to this population.			Oct 05
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.			Oct 05
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.			Sept-Oct 05
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.	<ul style="list-style-type: none"> Preliminary goals endorsed by the Board of Commissioners. 	None	Jan 05 Preliminary goals complete.
2. Develop plan for centralized enforcement and permitting process to include cross-training of functions.	<ul style="list-style-type: none"> Staff currently working on work plan and organization structure for the 	None	July 05 August 05



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3. Incorporate central enforcement and permitting process into facility transition plans.	department, to include cross-training element. <ul style="list-style-type: none"> Plan to take over the permitting function within a couple of months. Staff to make presentation to the Board of Commissioners August 2005. 		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. 		July 05
2. Develop possible revisions to ordinances.	<ul style="list-style-type: none"> To be addressed. 		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.)	<ul style="list-style-type: none"> In process. 		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. 	None	Feb 05 Complete
2. Bid project.	<ul style="list-style-type: none"> 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 opening date rescheduled for 06/14/05. Bids received with lowest bid of \$247,747. 	Received only 2 bids at first bid opening, therefore project was bid again with bids opened 06/14/05.	Mar 05 See notes



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3. Award contract for project.	<ul style="list-style-type: none"> Board of Commissioners awarded contract to Cooper Construction. 	See above	June 05 Complete
4. Construction completion.			Sept 05
Strategy 5.2: Complete the construction of a new Animal Shelter.			
1. Complete planning phase.	<ul style="list-style-type: none"> Complete. 	None	Feb 05 Complete
2. Bid project.	<ul style="list-style-type: none"> Complete 	Project bid period extended due to lack of bids on first attempt.	Mar 05 Complete
3. Award contract for project.	<ul style="list-style-type: none"> Contract awarded to Cooper Construction 05/02/05. Staff negotiating with Cooper to lower project costs. 	See above	May 05 Complete
4. Begin construction.	<ul style="list-style-type: none"> Project permitted 06/14/05. To begin construction 	None	June 05
5. Complete construction.			Feb 06 - TBD
6. Occupy new shelter.			Mar 06 - TBD
Strategy 5.3: Complete the renovation of the Historic Courthouse.			
1. Complete planning phase.	<ul style="list-style-type: none"> Schematic designs complete. Schematic budget being developed 	Project completion largely dependent on planning and design for project.	July 05 TBD
2. Bid project.			Sept 05
3. Award contract for project.			Oct 05
4. Begin construction.			Nov 05
5. Complete construction.			July 06
6. County Administration relocates to the Historic Courthouse.			Aug 06
Strategy 5.4: Complete the construction of the Human Services Building.			
1. Complete planning phase.	<ul style="list-style-type: none"> Complete. 	None - Project on schedule	Feb 05 Complete



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2. Bid project.	<ul style="list-style-type: none"> Bid opening held on 04/13/05. Final bids within budget. 	None – Project on schedule	Mar 05 Complete
3. Award contract for project.	<ul style="list-style-type: none"> Board awarded contract in April 05. 	None	Apr 05 Complete
4. Begin construction.	<ul style="list-style-type: none"> Ground-breaking held in May 05. Construction ongoing. 	None	May 05 Ongoing
5. Complete construction.			May 06
6. Social Services, Health, and Veterans Services relocate to the new human services building.			June 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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> Board approved design contract on 02/16/05. 	None – Project on schedule.	Mar 05 Complete

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.



Strategic Plan Updates

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2. Complete designs.	<ul style="list-style-type: none"> Designs for 2nd bay to be complete in November 05. Construction to begin the end of November 05. 	None – Project on schedule.	Nov 05
3. Bid project.			Nov 05
4. Award construction contract.			Jan 06
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"> To be addressed. 		FY 05-06
2. Analyze long-term feasibility of utilization of former City Water Department Building as EMS Main Station.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
3. If feasible, develop a plan for utilization of building and construction of ambulance bays.	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> Complete. 	Completed	Jan 05 Complete
2. Occupy the facility.	<ul style="list-style-type: none"> Complete. 	Completed.	Feb 05 Complete
Strategy 5.9: Begin the planning and design for a multi-use recreation building.			
1. Recreation Advisory Board to begin work with architect to design building.	<ul style="list-style-type: none"> Recreation staff and Advisory Board currently reviewing preliminary designs. 	None – Project on schedule.	Mar 05 Complete
2. Development of a public input plan for development of building.	<ul style="list-style-type: none"> Recreation currently working with Public Information Office to establish a public input plan. Recreation has developed a survey and distributed for community input. 	None	Mar 05 Complete
3. Set aside funds in capital reserve for funding a PARTF grant match.	<ul style="list-style-type: none"> Funding set aside within FY 05-06 Budget. 	None	July 05 Complete



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4. Develop a PARTIF grant application for multi-use recreation building.			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.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
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. 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"> Schools has declared the property surplus and have attained a new appraisal, in the amount of \$480,000. 	None	Spring 05 Complete
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"> To be addressed. 		FY 05-06
3. Demolition of former school buildings.			
4. Begin planning and design for project.	<ul style="list-style-type: none"> To be addressed. 		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"> County staff and Schools staff in regular correspondence regarding school projects. At March 23 meeting, the Schools representatives presented a new priority order for projects – Dana, Spring 2005, New Elementary 	<p>Dana project came in at \$2 million over budget. Board raised borrowing amount.</p>	Jan 05 Ongoing



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2. Create a Joint Community College Facility Committee.	School, Fall 2005. <ul style="list-style-type: none"> BOE requested authorization to purchase school site on Sugar Loaf Road. Board of Commissioners approved and authorized financing of project. 	None	Feb 05 Ongoing
3. Work collaboratively with both entities to develop financing packages for facility construction.	<ul style="list-style-type: none"> First Joint BRCC Facilities Committee meeting held on 04/25/05. To be addressed. 		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.	<ul style="list-style-type: none"> Manager has worked with Central Services staff and the Clerk of Court to determine feasibility of constructing a fourth courtroom within the current Courthouse. 	None	Jan 05 Ongoing
2. Begin relocation / renovations necessary to accommodate the new courtroom.	<ul style="list-style-type: none"> Work underway. 	None	August 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.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
2. Review plan in terms of compliance with county plans.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
3. Prioritize implementation steps.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
4. Board adoption.	<ul style="list-style-type: none"> To be addressed. 		FY 05-06
5. Determine monitoring process.			FY 06-07
Strategy 6.2: Implement the current Solid Waste Management Plan.			
1. Secure proposals for hauling and disposal of municipal solid waste.	<ul style="list-style-type: none"> Currently receiving proposals. 	None	July 05
2. Negotiate long term contracts for municipal solid waste			Sept 05



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management.			
3. 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.	<ul style="list-style-type: none"> Staff continues to monitor funded programs and overall cash flow issue. 	None	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.	<ul style="list-style-type: none"> Continue to wait for State to establish Medicaid rates. Second draft of crisis stabilization facility plans reviewed and commented upon by LME staff. 	None	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.	<ul style="list-style-type: none"> Board heard presentation from Jon Laughter regarding the water agreement in January. 	None	Jan 05 Ongoing
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. 	None	Feb 05 Ongoing
3. Reach resolution on issue.	<ul style="list-style-type: none"> Continuing negotiations with City of Hendersonville and City of Asheville. 	None	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. 	None	Feb-June 05 Ongoing
5. Consider working with legislative delegation on resolution of water agreement.	<ul style="list-style-type: none"> To be addressed. 	None	Feb-June 05
6. Consider establishment of regional water authority.	<ul style="list-style-type: none"> To be addressed. 	None	Feb-June 05
Strategy 6.5: Address cable franchise renewal process.			
1. Present charter to the LGCCA.	<ul style="list-style-type: none"> Complete. 	None	Complete
2. Present committee charter revisions to Board for approval.	<ul style="list-style-type: none"> Complete. 	None	Complete
3. Appoint committee members to work with staff and consultant	<ul style="list-style-type: none"> Committee has met numerous times 	None	Mar 05



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throughout informal negotiation period.	at the time of this report.		Ongoing
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"> 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. 	None	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.	<ul style="list-style-type: none"> NCDOT proposal has been received and reviewed. 	None	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. 	None	Apr-06 July 06
3. Develop the resources necessary to carry out program.	<ul style="list-style-type: none"> See above. 	None	Apr-06 July-06



General Project Updates

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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 (Interceptor) should be completed by the end of August 2005. 	<ul style="list-style-type: none"> • Phase II and III (collector lines to school and business district) bids received 07/12/05; Should go to construction by first of September 2005. 	None	Feb 2006
Housing Programs	<ul style="list-style-type: none"> • 2005 Scattered Site Housing Application approved in May 2005. • Staff has recently updated and posted a new and improved housing website linked from the County's homepage. 	<ul style="list-style-type: none"> • 2002 SSH grant close-out in process. • Begin implementation of the 2005 SSH Program. 	None	2008
Hiring of New Planning Director	<ul style="list-style-type: none"> • Karen Smith, Planning Director, has submitted her resignation effective July 29, 2005. • Appointment of Selena Coffey as Acting Planning Director. • Currently advertising for the position. 	<ul style="list-style-type: none"> • Continue receiving applications and begin interviewing applicants as soon as possible. 	N/A	TBD

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