

DRAFT

MINUTES

**STATE OF NORTH CAROLINA
COUNTY OF HENDERSON**

**BOARD OF COMMISSIONERS
MONDAY, APRIL 1, 2019**

The Henderson County Board of Commissioners met for a regularly scheduled meeting at 5:30 p.m. in the Commissioners' Meeting Room of the Historic Courthouse on Main Street, Hendersonville.

Those present were: Chairman Grady Hawkins, Vice-Chairman William Lapsley, Commissioner Rebecca McCall, Commissioner Charlie Messer, Commissioner Mike Edney, County Manager Steve Wyatt, Assistant County Manager Amy Brantley, Attorney Russ Burrell and Clerk to the Board Teresa Wilson.

Also present were:, Finance Director Samantha Reynolds, Director of Business and Community Development John Mitchell, Engineer Marcus Jones, Planning Director Autumn Radcliff, Tax Administrator Darlene Burgess, Budget Manager Megan Powell, Construction Manager David Berry, Parks & Recreation Director Carleen Dixon, Planner Eric Warren, Public Health Director Steve Smith, Capital Projects Manager Thad Ninnemann, Sergeant Fred Westphal, Major Steve Carter, Program Administrator Social Work Kevin Marino, Social Services Director Jerrie McFalls, Emergency Management/Rescue Coordinator Jimmy Brissie, Budget Analyst Sonya Matthews, Project Engineer Natalie Berry & PIO Kathy Finotti – videotaping, Deputies Chris Barber and Dot Strang as security.

CALL TO ORDER/WELCOME

Chairman Hawkins called the meeting to order and welcomed all in attendance.

INVOCATION

The invocation was provided by John Mason of Main Street First Baptist Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Sait Ramirez of the Nebula Navigators 4-H Club.

EAGLE SCOUT RECOGNITION – Quentin Callaway Stalker

Mr. Quentin Callaway Stalker received his Eagle Scout Badge on March 31, 2019. He and his team built/rebuilt a section of walking trail at a homeless veteran's facility. Chairman Hawkins stated the Board is honored to recognize this major accomplishment of Quentin Stalker.

The Board presented Quentin with a Certification of Recognition.

PUBLIC HEARING

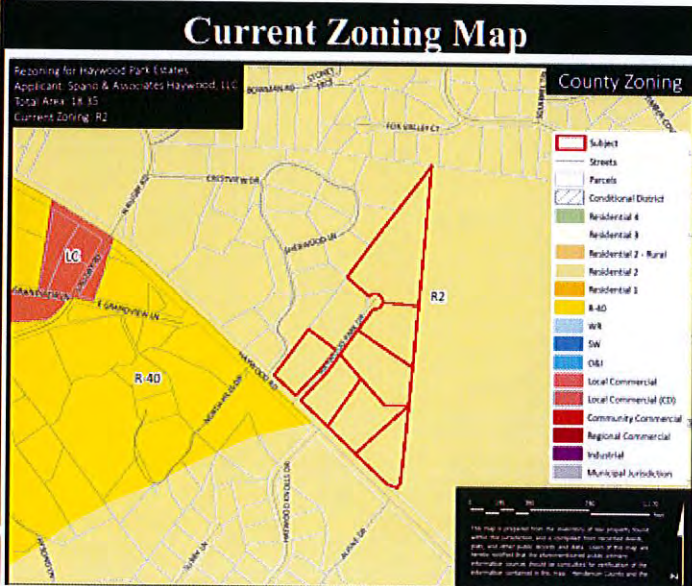
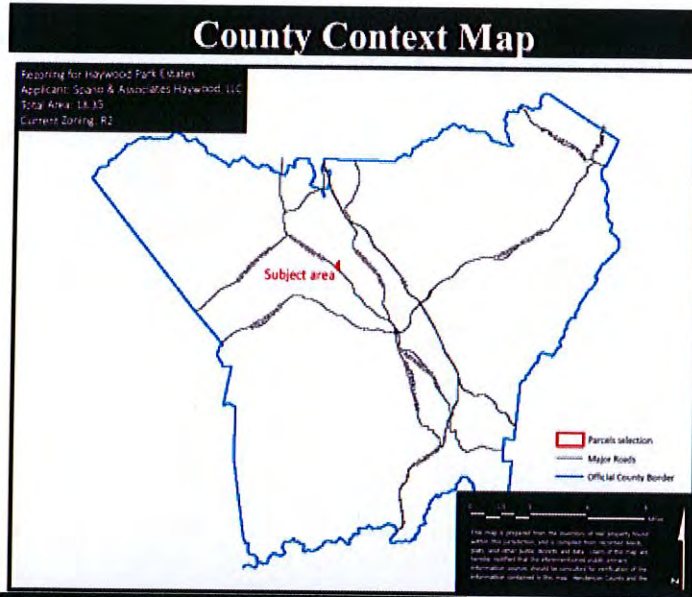
Public Hearing for Rezoning Application #R-2018-08C, Haywood Park Estates, Residential Two (R2) to Residential One Conditional District (R1-CD)

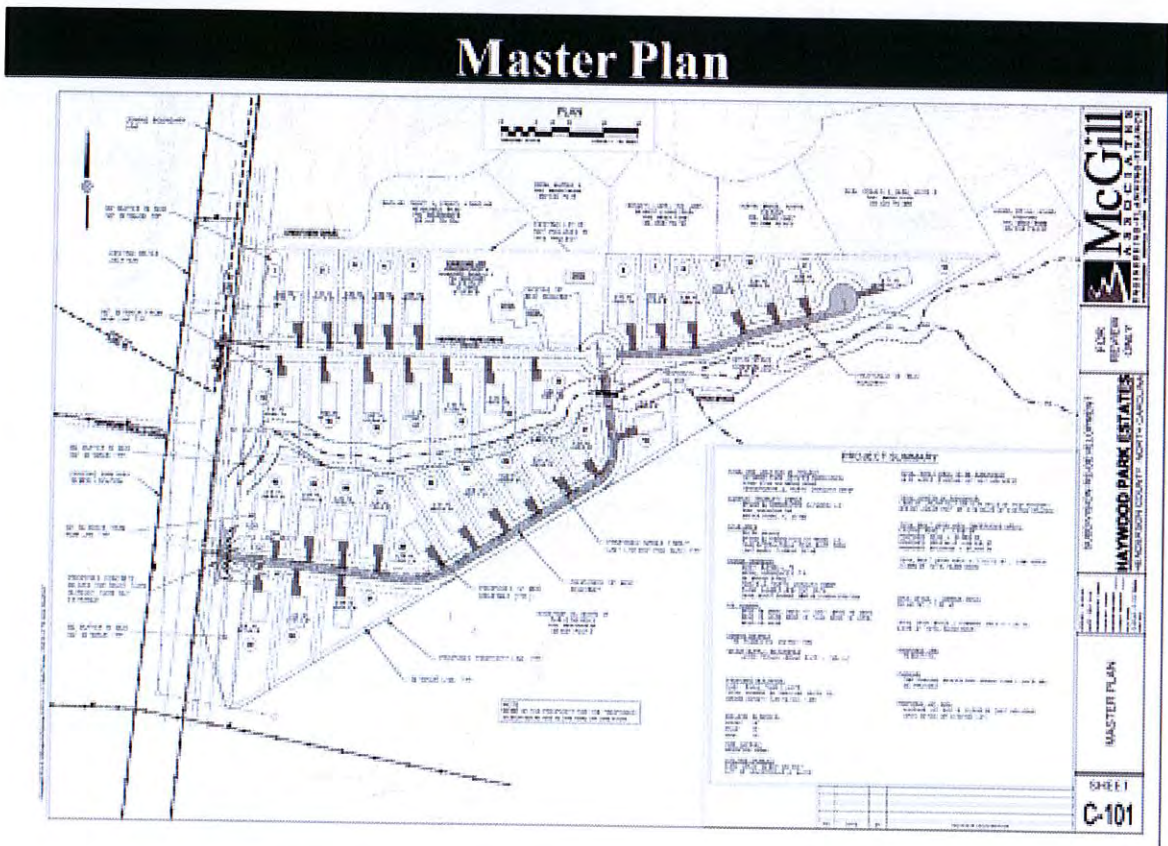
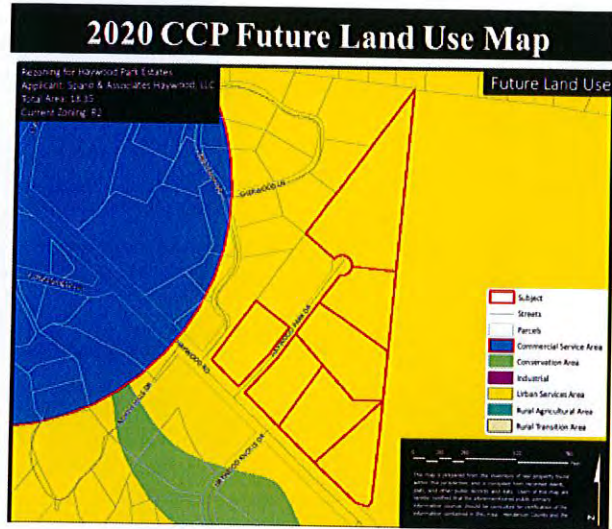
Chairman Hawkins made the motion to go into public hearing for Rezoning Application #R-2018-08C. All voted in favor and the motion carried.

Eric Warren stated Rezoning Application #R-2018-08C was initiated on December 03, 2018 and requests that the County conditionally rezone approximately 18.35 acres of land from Residential Two (R2) to Residential One Conditional District (R1-CD). The acreage consists of 8 parcels (PIN: 9650-06-9662, 9650-17-5207, 9650-16-5805, 9650-16-4528, 9650-16-1443, 9650-16-3229, 9650-16-4056). The property owner is Spano & Associates Haywood, LLC. Scott Burwell is serving as agent.

At the regularly scheduled meeting on February 21, 2019 the Planning Board voted 8-0 to forward this rezoning request with a favorable recommendation. The Planning Board recommends a condition of approval reflected in the staff report.

DATE APPROVED:





Recommended Conditions:

- Buffering or screening shall be installed around the existing structure on Lot 2 of the previously approved development. Buffering or screening materials shall be mutually agreed upon by applicant and existing home owner.
- Staff recommends that the Board grant approval authority of all subsequent development plans to either the Planning Board or Planning Staff.

Public Input

1. Phil Rasmussen feels the plan is excessive with too many houses. The notices posted are not large enough to be seen. More information is necessary on the conditions.
2. Scott Burwell, as the agent, stated he will meet the conditions.
3. Craig Justus recognized the parcel as an Urban Services Area. Public water and sewer bring more density. The applicant has worked with Mr. Rasmussen, the neighbor, and met his request for additional buffers. He asked the Board to support the request.
4. Eric Swindell feels the initial plan worked well, but the new plan is excessive with too much development. Too many people for a small area that is pushing out wildlife.
5. Frosty Sinclair feels this is too many homes for the area.
6. John Burns is concerned about the width of the road, especially for emergency vehicles, and questioned if there were sidewalks.
7. Isabel Cutler is concerned about rezoning changes that allow large density.

Chairman Hawkins made the motion to go out of public hearing. All voted in favor and the motion carried.

Commissioner Edney is concerned about the proposed 16 ft. roads, 2 parking spaces per home, and turn around space.

Chairman Hawkins noted the roads are private and not state maintained.

Agent Scott Burwell noted with the 2 car garage there are 4 parking spaces per home.

It was consensus of the Board that roads are not wide enough and density is to large.

Commissioner Edney made the motion that the Board deny rezoning application #R-2018-08-C. All voted in favor and the motion carried.

PROCLAMATION

Proclamation naming April 2019 “Donate Life Month” – Add on

Commissioner Edney requested that a Proclamation naming April 2019 “Donate Life Month” in Henderson County, North Carolina and April 22-26, 2019 as Pediatric Transplant Week in Henderson County, North Carolina.

Commissioner Edney read the Proclamation aloud.

Commissioner Edney made the motion that the Board adopt the Proclamation naming April 2019 “Donate Life Month” in Henderson County, North Carolina and April 22-26, 2019 as Pediatric Transplant Week in Henderson County, North Carolina. All voted in favor and the motion carried.

HIGHWAY 191 UPDATE – Add on

Commissioner Lapsley noted that he had reported to the Transportation Advisory Committee, after the last Commissioners’ meeting, the concerns raised by the public. It has also been brought to the attention of Brian Burch with NC DOT. Mr. Burch plans to attend a future Commissioners’ meeting to answer questions by the public.

Chairman Hawkins will get a letter out to Mr. Burch this week in order to finalize the date.

INFORMAL PUBLIC COMMENT

1. Peri David spoke regarding the 287(g) program. She thanked Sheriff Griffin for the information he shared during the last meeting. She feels the biggest problem is hate crimes.
2. Phil Rasmussen asked the Board to stop the current plan by NC DOT to widen Highway 191 to 4 lanes and instead support a change to 3 lanes.
3. Bill Hogan is concerned about the NC DOT Highway 191 project. NC DOT has yet to decide where the connection will be now that the Balfour project has been canceled. He asked the Board to do a resolution to stop the 4 lane.
4. Jim Price is opposed to the NC DOT Highway 191 project. He feels it is not justified and the Balfour successor has yet to be identified. He asked the Board to pass a resolution for a new design.
5. Jayne Stickney is opposed to the NC DOT Highway 191 project. She is concerned about safety near the schools.
6. Robert Coffey is opposed to the NC DOT Highway 191 project, and feels most people do not realize it is still on the table.
7. Hank Mountain is opposed to the NC DOT Highway 191 project. He feels the 4 lane project will cause noise, pollution, and accidents. Three lanes would be a better solution with passing lanes, merge lanes, turning lanes and restriction to Jake brakes.
8. Gayle Kemp feels the 287(g) program is a waste of tax dollars. The ICE Agency handles civil enforcement and takes care of illegals. The Sheriff protects Henderson County.
9. Chris Berg is concerned with air quality and energy efficiency. He asked the Board to make sure the County has goals and will build standards for energy use.
10. Ken Shelton is an advocate for the Greenway. He is a physician and exercise is needed for health. The County needs more safe places for running, walking, riding and playing. He asked the Board to approve and designate resources to support the Greenway.
11. Mark Warwick spoke on behalf of the Tourism Development Authority, and thanked the Board for the development of Greenway plan. HTDA requests the Board's endorsement for the plan which will increase tourism dollars.
12. Dennis Justice feels sports betting will bring negative or no impact to Henderson County. The PARTF grant is gambling and should be delayed and a referendum done instead.
13. Dan Kincaid spoke regarding the closing of Butler Bridge Road which will be a major problem. He thanked Commissioner Edney for the Proclamation.
14. Steve Dozier spoke in favor of the Greenway Master Plan. He feels it will be a great benefit for all of Henderson County, and encourages people not to drive. The Chamber of Commerce supports the plan. The Greenway will provide better health and enjoyment of the outdoors. No property is being forcibly taken.
15. Steve Gwaltney supports the Greenway plan which he feels is in great demand. The plan is wonderful and he requests the Board's support.
16. Dan Watson is opposed to the NC DOT Highway 191 project. He is against the 4 lane in the school district. Too many hazards already exist and will only increase. He requests the project be reassessed.
17. Kieran Roe supports the Greenway plan. He thanked the team for putting it together. It will be beneficial to Henderson County and a great opportunity.

Chairman Hawkins noted that Homeland Security has been invited to meet with the Board at their April 17, 2019 meeting.

DISCUSSION/ADJUSTMENT OF CONSENT AGENDA

Chairman Hawkins made the motion to approve Consent Agenda with the change of the Public Hearing date for Tap Root to June 3, 2019 at 5:30 p.m., and removal of the Interlocal Agreement for Tax Collections for a later date. All voted in favor and the motion carried.

CONSENT AGENDA consisted of the following:

Minutes

Draft minutes were presented for board review and approval of the following meeting(s):
 March 20, 2019 - Regularly Scheduled Meeting

Motion:

I move the Board approves the minutes of March 20, 2019.

Tax Collector’s Report

Deputy Tax Collector Luke Small had presented the Tax Collector’s Report to the commissioners dated March 26, 2019 for information only. No action was necessary.

Pending Releases and Refunds

The pending releases and refunds have been reviewed by the Assessor. As a result of that review, it is the opinion of the Assessor that these findings are in order. Supporting documentation is on file in the County Assessor’s Office.

These pending release and refund requests are submitted for the approval by the Henderson County Board of Commissioners.

Type:

Amount:

Total Taxes Released from the Charge	\$ 1,423.34
Total Refunds as a Result of the Above Releases	\$ 754.73

Motion:

I move the Board approves the Combined Release/Refund Report as presented.

County Financial Report/Cash Balance Report – February 2019

The February 2019 County Financial and Cash Balance Reports were provided for the Board’s review and approval.

The following are explanations for departments/programs with higher budget to actual percentages for the month of February:

- Garage – encumbrances for Board approved capital purchases, fuel costs to be allocated
- Rescue Squad – payment of 3rd quarter Board approved contribution payment
- Agri-Business – excess operating expenditures that will be covered by membership fees
- Medical Services – Autopsies – higher than average billing for the month
- Mental Health – payment of 3rd quarter Board approved maintenance of effort (MOE)
- Juvenile Justice Programs – budget adjustment pending final approval of total allocation amount
- Public Education – payment 8 of 10 of annual appropriation made to the public schools

The YTD deficit in the Oklawaha Greenway Project is due to the timing of the grantor’s reimbursement of expenditures incurred.

Motion:

I move that the Board of Commissioners approves the February 2019 County Financial Report and Cash Balance Report as presented.

Henderson County Public Schools Financial Reports – January/February 2019

The Henderson County Public Schools January and February 2019 Local Current Expense Fund / Other Restricted Funds Reports were provided for the Board’s information.

Motion:

I move that the Board of Commissioners approves the Henderson County Public Schools January and February 2019 Financial Reports as presented.

Apple Country Public Transit Replacement Buses

The Federal Transit Administration (FTA) requires transit agencies to replace their buses at the end of their useful life. Currently, Apple Country Public Transit operates three fixed routes and has a fleet of six dedicated CNG (Compressed Natural Gas) buses which are due for replacement.

Staff recommends a CNG bus (bi-fuel/dedicated) that will utilize the County's past investments in the CNG fueling station, continue to reduce the carbon footprint, increase fleet efficiency, and maintain a reliable system for riders.

The County will be required to provide an RFP for the purchase of these buses if a bus is not available on state contract. Staff anticipates replacing the fleet (6 buses total) over the next 3 years. The purchase will require a 20% local match (or more depending on 5307 grant availability). The County has budgeted for these anticipated local match funds since the initial bus purchases in 2012.

Motion:

I move that the Board directs staff to proceed with the procurement process for the transit bus replacement purchase.

FY 2020 Consolidated Agreement – NC Department of Health and Human Services (NC DHHS)

The Henderson County Department of Public Health is requesting approval of the master Consolidated Agreement with the NC Department of Health & Human Services for FY 2020. This agreement is presented to the Board of Commissioners on an annual basis and has historically has been signed by the Chairman of the Board of Commissioners (as County Official), the County Finance Officer and the Health Director. There are no significant changes with the agreement requirements as compared to the FY 2019 Consolidated Agreement. Pages 2 and 3 of the memorandum from the NC Department of Health and Human Services detail 7 changes under "Summary of Changes to the FY 2019 - 2020 Consolidated Agreement".

The Henderson County Board of Health reviewed and approved the agreement at their March 12, 2019 meeting, with guidance to forward the agreement to the Board of Commissioners on their behalf, for consideration and approval.

The document has also been shared with the County Finance Director.

Motion:

I move the Board approve the FY 2020 Consolidated Agreement between the NC Department of Health & Human Services and the Henderson County Department of Public Health.

Designation of Plat Review Officers

N.C. Gen. Stat. §47-30.2 requires that all persons appointed as plat review officers be so appointed by a resolution recorded in the Register of Deeds office. "Plat review officers" insure that all plats to be recorded comply with the plat requirements set out in the General Statutes.

On September 17, 1997 this Board first adopted a plat review officer resolution and it has been revised several times since its adoption. This resolution also sets out certain other procedures that all plat review officers must follow.

The Board needs to update the list of those persons appointed as plat review officers due to staff changes. A proposed resolution has been prepared and is attached for the Board's consideration. This proposed resolution restates all persons currently appointed as plat review officers, removes any former county

employees, and appoints new employees from the Planning Department and/or Land Records.

Motion:

I move that the Board adopts the resolution for plat review officers for Henderson County.

Innovative Approaches Grant Award

In coordination with multiple community partners, the Henderson County Department of Public Health submitted a proposal for the Innovative Approaches grant in November 2018 at the direction of the Henderson County Board of Health. The department was successful with its grant application and received the formal notice of award in December 2018. As outlined in the agreement addendum, the grant is focused on the development of community-based and family-focused systems of care for families of children and youth with special health care needs. In Henderson County, that population is estimated to be 4,688. The 1st year service period for the grant is June 2019 to May 2020 which will bridge 2 fiscal years. The initial grant award covers a total of 3 years with \$165,500 in funding each of those years. The grant requires a full time position (Human Services Planner II) that will serve as a coordinator for the project.

The Henderson County Board of Health was informed of the award at their January 8, 2019 meeting and provided guidance for the matter to be forwarded to the Henderson County Board of Commissioners for their consideration and approval.

It is requested that the Henderson County Board of Commissioners approve receipt of the grant funds for the intended purposes as outlined in the agreement. No county funds will be required for the initiative.

Motion:

I move the Board accept the Innovative Approaches grant award for the Henderson County Department of Health and approve the necessary budgetary and personnel actions necessary to implement the initiative subject to funding limitations of the grant.

Set Public Hearing for Rezoning Application #R-2018-09, Laughter, Residential One (R1) to Regional Commercial (RC)

Rezoning Application #R-2018-09 was initiated on December 27, 2018 and requests that the County rezone approximately 6.06 acres of land from Residential One (R1) to Regional Commercial (RC). The acreage consists of 4 parcels. The property owners include Shane and Kelly Laughter, SE Johnston III, Phillip Gilliam, and Timothy Johnston. Shane Laughter will be serving as agent.

The Planning Board reviewed this request at its March 21, 2019 meeting and voted 8-0 to send forth a favorable recommendation.



Motion:

I move that the Board schedule a public hearing for rezoning application #R-2018-09 for Monday, May 6, 2019, at 5:30 p.m.

Set Public Hearing for Rezoning Application #R-2019-01, Hahn, Residential One (R1) to Industrial
Rezoning Application #R-2019-01 as amended on March 11, 2019 requests that the County rezone approximately 21.70 acres of land from Residential One (R1) to an Industrial (I) zoning district. The acreage consists of 3 parcels (PIN: 9578-76-7853, 9578-86-0329, and 9578-86-0937) on New Hope Rd. and Airport Rd. in the Dana area. The property owners are Brian and Norman Hahn, George R Scott Agritourism Farm LLC, and Beasnest Holdings, LLC. Eric Goodman is serving as agent.

The Planning Board reviewed this request at its March 21st meeting and voted unanimously to send forth a favorable recommendation.



Motion:

I move that the Board schedule a public hearing for rezoning application #R-2019-01 for Monday, May 6, 2019, at 5:30 p.m.

Set Public Hearing for Rezoning Application #R-2018-10-C, Tap Root Farms

Rezoning Application #R-2018-10-C was initiated on December 27, 2018 and requests that the County conditionally rezone approximately 286 acres of land from Regional Commercial (RC) to a Residential One Conditional District (R1-CD). The project consists of 3 parcels located off Butler Bridge Road with a total acreage of 319.66 acres. The proposed rezoning does not include approximately 33.66 acres located directly adjacent to Butler Bridge Road. The property owner is Tap Root Farms, LLC. Ken Jackson is the applicant.

The applicant is proposing a residential development with a total of 1,078 units of single-family lots and townhomes (no apartments are proposed). The development is required to be approved as a conditional rezoning due to the number of units. Conditional rezoning's allows for the Board of Commissioners to place conditions on the property to address community concerns and make the proposed development compatible with adjacent uses. As required by the LDC, a neighbor compatibility meeting was held on Monday, January 28, 2018 in the King Street Meeting Room.

The Technical Review Committee (TRC) reviewed the application on February 19, 2019 and forward the rezoning request to the Planning Board with conditions listed in the staff report.

The Planning Board reviewed the rezoning request at its February 21, 2019 and March 21, 2019 meetings. On March 21st following Board discussion, a motion was made to make a favorable recommendation on the request with the condition that the applicant provide the Asheville Airport with a navigation easement. The motion failed with a 4-4 vote. Mr. Rick Livingston who was not present had to previously recuse himself from the vote. Seeing no option on the tie vote, the Planning Board forwarded the rezoning application to the Board of Commissioners.



Motion:

I move that the Board schedule a public hearing for rezoning application #R-2018-10-C, Tap Root Farms for Monday, June 3, 2019, at 5:30 PM.

Interlocal Agreement for Tax Collection – removed from agenda for consideration at a later date.

DISCUSSION/ADJUSTMENT OF DISCUSSION AGENDA

Chairman Hawkins made the motion to adopt the discussion agenda as presented. All voted in favor and the motion carried.

NOMINATIONS

Notification of Vacancies

1. Governmental Financing Corporation – 1 vac.
2. Henderson County Planning Board – 3 vac.

Nominations

Chairman Hawkins recognized the vacancies and opened the floor for nominations.

1. Animal Services Committee – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting

2. Asheville Regional Housing Consortium – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

3. EMS Peer Review Committee – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting

4. Environmental Advisory Committee – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

5. Hendersonville City Zoning Board of Adjustment – 3 vac.

There were no nominations at this time and this item was rolled to the next meeting.

6. Home and Community Care Block Grant Advisory Committee – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

7. Nursing/Adult Care Home Community Advisory Committee – 5 vac.

There were no nominations at this time and this item was rolled to the next meeting.

8. Senior Volunteer Services Advisory Council – 3 vac.

There were no nominations at this time and this item was rolled to the next meeting.

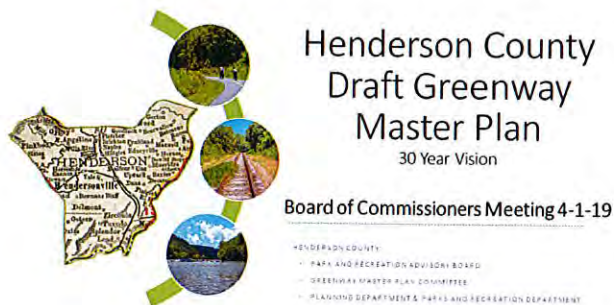
9. WCCA Board of Directors (Western Carolina Community Action) 1 vac.

Commissioner Lapsley nominated Annie Fritschner for position #2. *Chairman Hawkins made the motion to accept the appointment of Annie Fritschner to position #2 by acclamation. All voted in favor and the motion carried.*

DRAFT GREENWAY MASTER PLAN

John Mitchell stated the 2020 County Comprehensive Plan recommended designing a master plan to revise the Apple Country Greenway Master Plan through integrating greenway and recreation planning. The Board of Commissioners directed staff to work with the Recreation Advisory Board to develop this greenway plan for the County. The Recreation Advisory Board appointed a subcommittee to draft the plan. After many meetings, the committee drafted a countywide greenway master plan, which outlines future greenway efforts for the next thirty years. The Greenway Master Plan also establishes and communicates a broad and realistic vision for a countywide Greenway Network, as well as provides guidance to Henderson County and its partners, so that all involved can collaboratively work towards and benefit from that vision.

Autumn Radcliff stated the committee held two public input sessions in late October where over 100 community members attended. An online survey was also hosted online and received approximately 600 unique responses with an overwhelming majority of respondents in favor of the draft plan. During the public input period, the draft Greenway Master Plan was presented to various boards and organizations. Many of these groups formally endorsed the plan, including: the Henderson County Chamber of Commerce, Pardee Hospital, Advent Health Hospital, Wingate University, the Henderson County Planning Board, Recreation Advisory Board, Board of Public Health, and the Environmental Advisory Committee.



Greenway Master Plan Committee

Chris Burns (Chair), Milton Butterworth, Sharon Carlyle, Mike Egan, Philip Ellis, Graham Fields, Linda Giltz, Suzanne Hale, Jennifer Hensley, Tricia King, Renee Kumor, Hunter Marks, Scott Rhodes, Rebekah Robinson, Joe Sanders, Ken Shelton

Committee members consisted of:

- Realtors
- Medical professionals
- Small business owners
- Tourism Development Authority (TDA)
- Henderson County Planning Board
- Henderson County Transportation Advisory Committee (TAC)
- Henderson County Recreation Advisory Committee

- Park Ridge Hospital (Advent Health Hendersonville)
- Pardee Hospital
- Partnership for Health
- Obesity Action Team
- Henderson County Public Schools
- Blue Ridge Bicycle Club
- Conserving Carolina
- Friends of the Oklawaha Greenway
- Friends of the Ecusta Trail
- Former Apple Country Greenway Commission
- Mills River Valley Trail stakeholders

The Planning Process

Plan Conception

- BOC directed the Recreational Advisory Board to draft a plan

Greenway Master Plan Committee

- 16 members
(Five also serve on the Recreation Advisory Board)
- 12 meetings

Presentations

- All endorsed the plan
 - Planning Board
 - Recreation Advisory Committee (RAB)
 - Transportation Advisory Committee (TAC)

Public Input

- 2 Public Input Sessions
- Greenway Master Plan Survey
- Greenway Network Website
 - Hcgreenways.org



Need for Greenways

- Reduce bicycle and pedestrian injuries and fatalities
- Improve health and wellness through active living
- Offer alternative transportation options
- Create opportunities for equitable recreation
- Increase property values and generate economic activity
- Protect property from flood damage

NC is one of the least safe states in the US for walking and bicycling. Greenways reduce this statistic by 60% (when compared to on street facilities)

According to a report by Research Triangle Foundation for East Coast Greenway, greenways raise the value of immediately adjacent property by 5-20%

North Carolina Statistic

1969: 48% of kids walked or biked to school



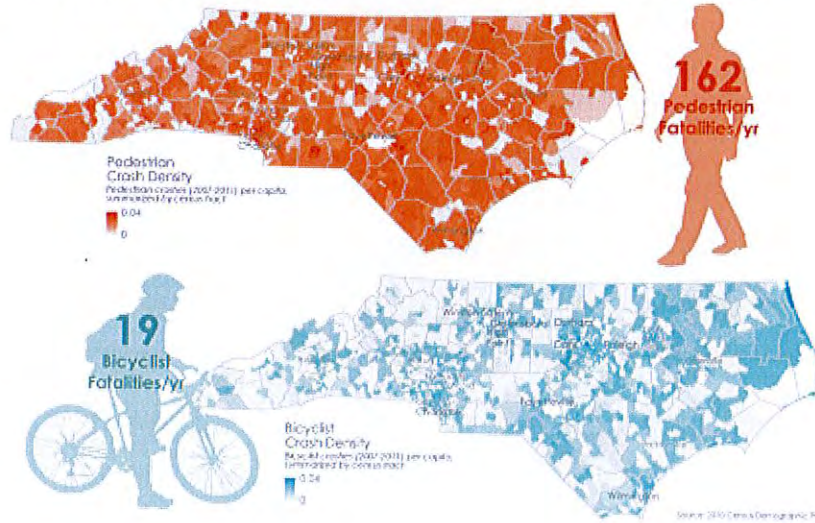
2009: 13% of kids walked or biked to school

Sources: NCSRTS 2011, NCSRTS 2015

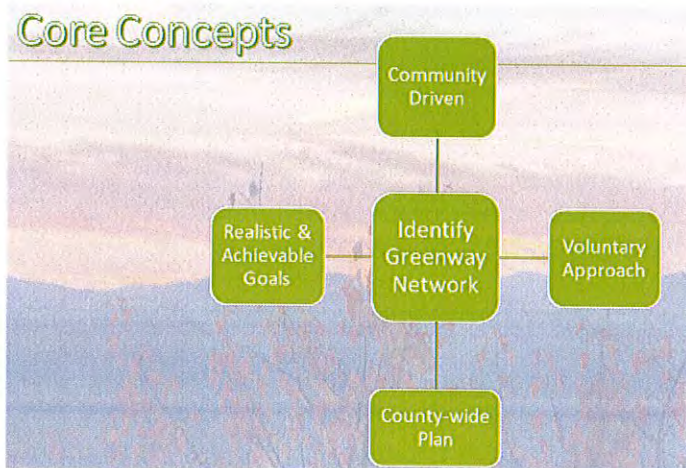
Average Yearly Fatalities for Bicyclists and Pedestrians from 2006-2010

13% of all traffic fatalities in NC were bicyclists & pedestrians

In the past 5yrs bike/ped. crashes accounted for 15% of all crashes that caused injury in Henderson County



Core Concepts



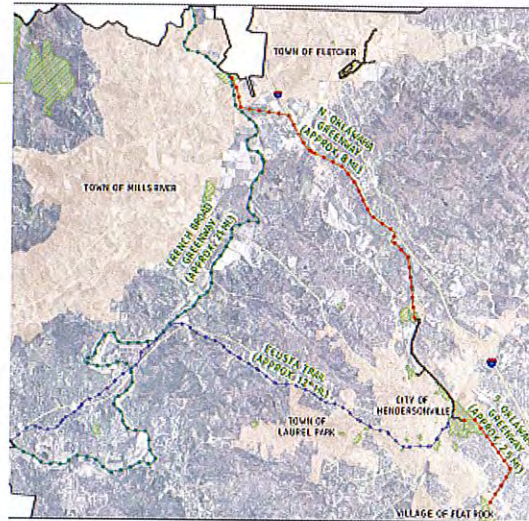
Greenway Network



Greenway Network

Priority Greenways

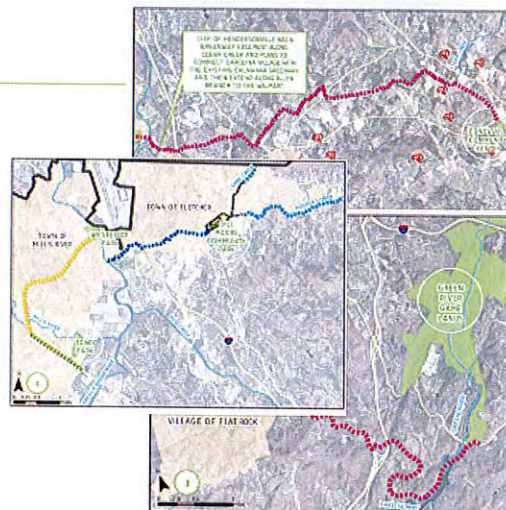
- French Broad River Greenway
- Oklawaha Greenway
- Ecusta Trail



Greenway Network

Destination Greenways

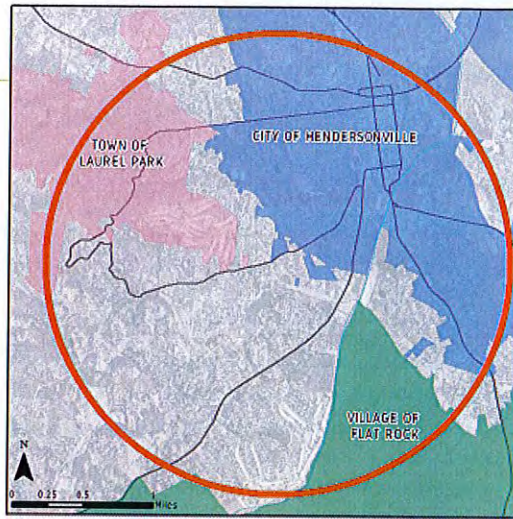
- Community of Edneyville
- Park at Flat Rock and Green River Gamelands
- Mills River Valley Trail/Fletcher Greenways



Greenway Network

Connection Greenways

- Municipal Inner Loop
- Health and Wellness Destinations
- Schools, Parks, and Community Hubs



Recommendations and Implementation

- Policy Recommendations
- Action Steps
- Funding Considerations and Cost Estimates
- Procurement Strategies



- ADOPT THE PLAN
- COMPLETE PRIORITY GREENWAY SEGMENTS
- EXPLORE FEASIBILITY OF DESTINATION AND CONNECTION GREENWAYS
- IDENTIFY FUNDING AND COMMUNITY PARTNERSHIPS
- EVALUATE GREENWAY EASEMENT OPTIONS
- DESIGN AND CONSTRUCT TRAILS
- MAINTAIN TRAILS

Action Steps

Implementation

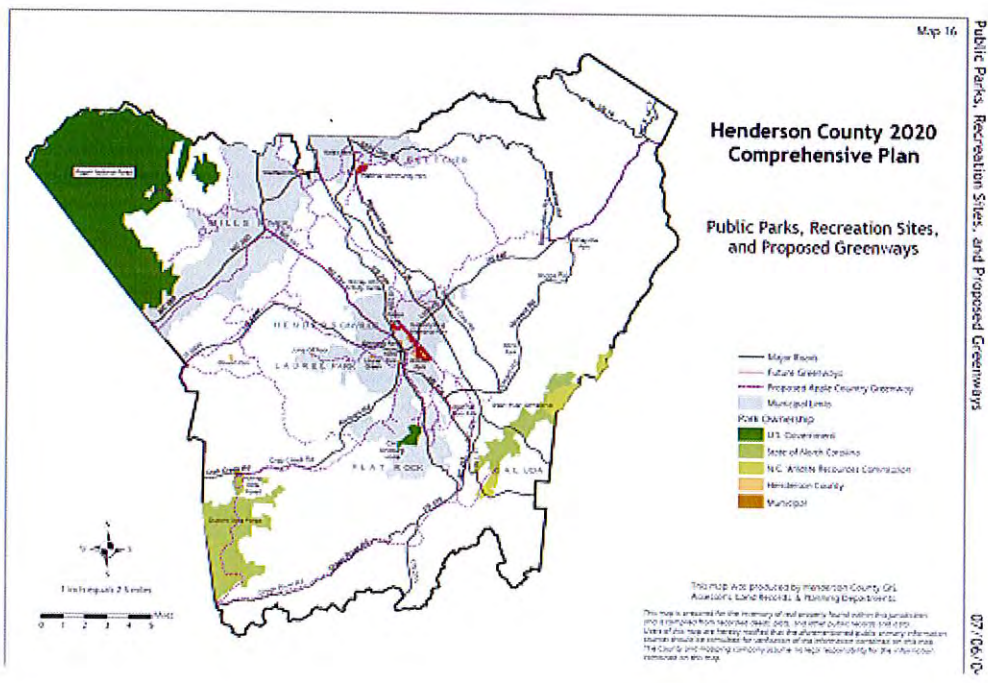
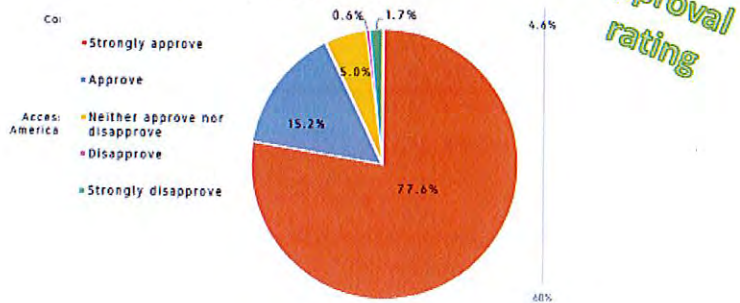
"THE SINGLE MOST IMPORTANT KEY TO OBTAINING STATE GRANT FUNDING IS TO HAVE ADOPTED PLANS FOR GREENWAY, BICYCLE, PEDESTRIAN OR, TRAIL SYSTEMS IN PLACE PRIOR TO MAKING AN APPLICATION FOR FUNDING."

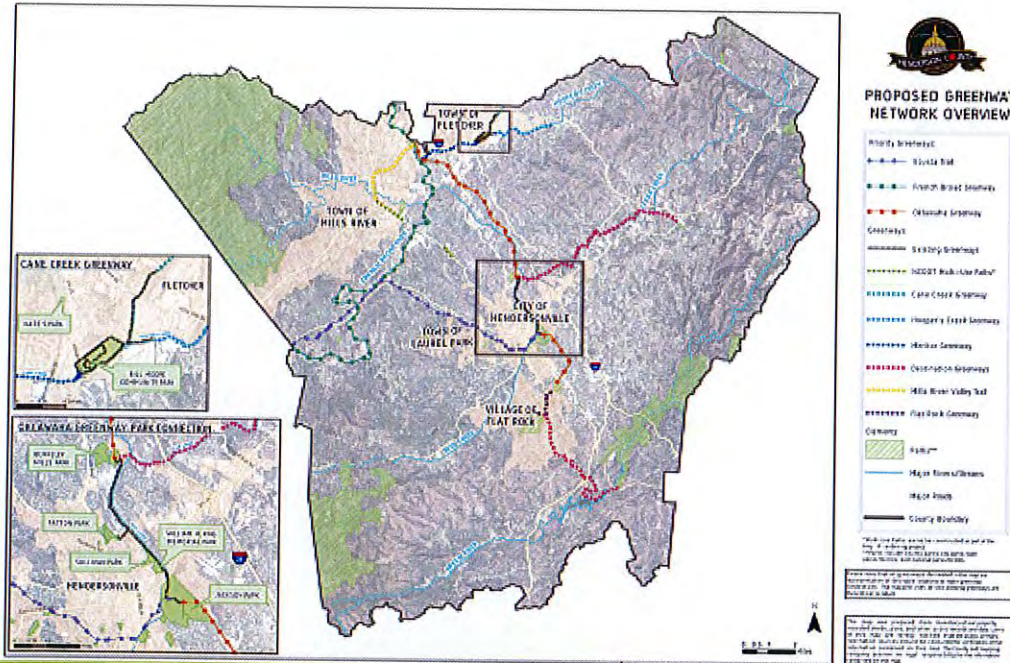
- General Plan to Guide the County
 - Long-term vision and process
 - Adaptable and flexible
 - Opportunity-driven
- Feasibility Studies
 - Needed to specify greenway locations
 - Preliminary engineering, design, & construction
- Receive Permissions
 - Create partnerships
 - Multiple methods of procurement
 - Work with individual landowners to address needs and concerns
- Voluntary Approach



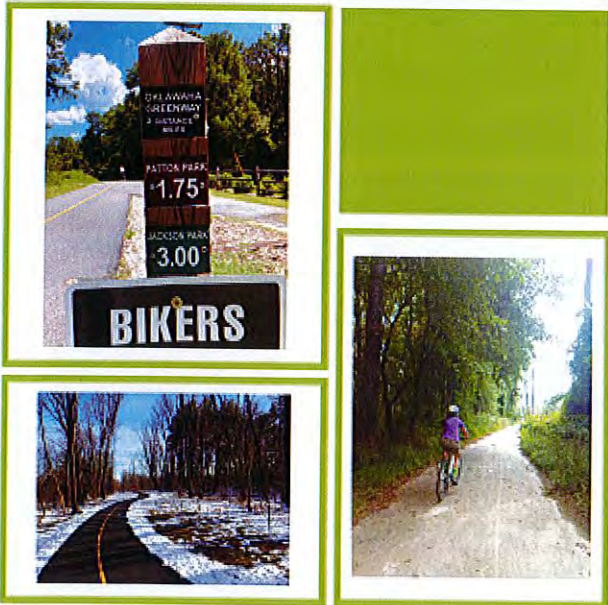
Public Input - Summary

Please indicate your level of support/approval for the proposed Greenway Master Plan.





CCP proposed over 175 miles of greenways. The Master Plan reduced that to 71 miles of greenways.



Chairman of the Greenway Committee Chris Burns recognized the committee members present. The committee received great support during the process, and the Greenway will bring major change for the future. The Commissioners requested realistic and achievable goals, cost and funding, small parts, recognition of the value of mountains, and collaboration with a variety of groups. The committee did a great job with the requests.

Commissioner Messer made the motion that the Board adopts the Henderson County Draft Greenway Master Plan and direct staff to continue to work on the corresponding feasibility studies. All voted in favor and the motion carried.

BLUE RIDGE COMMUNITY COLLEGE – CAPITAL IMPROVEMENTS UPDATE

Dr. Laura Leatherwood, BRCC President, provided the Board of Commissioners with an update on Capital Improvement needs at Blue Ridge Community College.

\$31M Capital Improvements Request		
Line	Item	Amount
1	New construction/Renovation of Older Buildings	\$23,028,040
2	Capital Improvements Priority List presented at Joint College Facility Committee Meeting	\$6,971,960
3	POPAT	\$1,000,000
Total		\$31,000,000

New Construction/Renovation \$23,028,040

- Using the professional estimates of Vannoy Construction, Blue Ridge Community College developed a budget of \$23,028,040.
- The Original request suggest renovation/new construction of Patton, General Studies, and Arts & Sciences Building and an additional 20,000 square feet of new construction for workforce training.
- Advanced planning will need to take place to align scope and budget.
- New Request for Planning Services – New Construction/Renovation \$28,800

Scope of Services presented by ClarkNexsen

- Gather information from Blue Ridge staff and faculty to formulate the programmatic needs and compare this information to the existing building layouts of Patton, General Studies, and Arts and Sciences Buildings.
- Make recommendations for renovating space, construction of new space, or a hybrid plan of both renovation and new construction to support the academic programs.
- Evaluate the four sites identified as potential locations for new structures. Includes evaluation for the POPAT facility.
- Present recommendations to the College and the County for approval.
- Complete conceptual budgets for the options with input from the Construction Manager.

Capital Improvements Priority List \$6,971,960

Capital improvements to maintain Henderson County campus and Health Sciences Center. This request addresses critical programmatic, life safety, construction (roofs, HVAC. Etc.), and infrastructure needs for 2019-2023

- Excludes Patton, General Studies, and Arts and Sciences Buildings
- Represents the top priorities identified from the College’s original request of \$16,118,458

POPAT \$1,000,000

- Passing the Police Officer Physical Ability Test (POPAT) is a state requirement in the Basic Law Enforcement Training program. It is a timed, pass-fail test which must be administered in an unobstructed space no smaller than 40’ x 70’.
- A proposed location is adjacent to the Fire Training Center. Site location and budget were last vetted in 2015 during the long-range planning project.
- Extra area is needed for instructors and cadets staging during training and storage for POPAT equipment. Currently the College uses outdoor space. The Request for funds for the POPAT space has been in past County budget requests.

- Advanced Planning professional services are needed in order to align scope and budget including site evaluation.

Proposed Timeline – New Construction/Renovation – Presented by ClarkNexsen

Task	Date
Advanced Planning	April 2 – May 2, 2019
Presentation to BRCC/County and Selection of options	May 2-10, 2019
Schematic Designs	May 10-July 9, 2019
Design Development	July 9-October 7, 2019
Construction Documents	October 7, 2019-March 5, 2020
Bidding	March 5 – April 5, 2020
Construction Activities	April 21, 2020 – July 27, 2021
Occupancy	August 1, 2021

Borrowing would be in the 4th quarter of 2020 if everything goes as planned.

Sense of Urgency

- Escalation of construction costs will force Blue Ridge to pay more if we wait (6% each year)
- Economic development and industry recruitment efforts in Henderson County will continue to be in full force and require the College to maintain a flexible and nimble approach to workforce development.
- Competition for students (workforce pipeline) is rising.
 - Modern facilities equate to quality education in the minds of students and families making college choices. Today's students are savvy consumers and expect innovative and modern facilities.
 - We must position the College to serve more students and employers now and in the future.
- Elevate the image and capacity of Blue Ridge Community College to students, families, and local employers.

Commissioner Lapsley shared a suggested schedule for projects.

BRCC ASSET PRESERVATION

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Arts & Sciences	\$399,500	\$366,025	\$467,500	\$445,750
Bullington Greenhouse	\$24,500	\$87,500	\$55,000	\$28,500
Continuing Education Building	\$404,976	\$295,000	\$336,000	\$322,500
General Studies Building	\$425,000	\$268,900	\$300,000	\$396,000
Groundskeeping Building	\$12,500	\$22,500	\$16,500	\$17,500
Health Sciences Center	\$22,500	\$16,000	\$110,800	\$157,000
Horticultural Building	\$82,500	\$15,000	\$10,000	\$5,000
Industrial Skills Center	\$297,000	\$281,900	\$292,000	\$290,000
Killian Building	\$364,500	\$437,000	\$436,180	\$680,000
Maintenance Building	\$17,500	\$41,500	\$36,000	\$47,500
Campus Landscaping	\$15,000	\$75,000	\$75,000	\$675,102
Campus Lighting	\$158,000	\$236,000	\$173,000	\$75,000
Pottery/Motorcycle Building	\$0	\$37,000	\$5,000	\$15,000
Parking Lots & Drives	\$258,000	\$323,500	\$312,000	\$520,000
Parkhill Building	\$40,000	\$91,500	\$104,000	\$15,000
Patton Building	\$582,600	\$550,100	\$1,054,900	\$838,000

Sink Building	\$341,500	\$344,000	\$423,500	\$212,500
Spearman Building	\$407,500	\$617,500	\$252,000	\$195,000
Technology Education Building	\$212,500	\$450,000	\$461,000	\$690,000
Equipment	\$7,000	\$90,500	\$80,500	\$90,000
Vehicles	\$35,000	\$50,000	\$103,000	\$25,000
Welding Storage Building	\$98,500	\$0	\$0	\$0
ANNUAL TOTALS	\$4,206,076	\$4,696,425	\$5,103,880	\$5,740,352
FY 20-23 TOTAL COST				\$19,746,733
New Construction	\$23,028,040	\$0	\$0	\$1,906,000
NEW CONSTRUCTION TOTAL COST				\$24,934,040

BRCC ASSET PRESERVATION - WGL

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Arts & Sciences	\$399,500	\$366,025	\$467,500	\$445,750
Bullington Greenhouse	\$24,500	\$87,500	\$55,000	\$28,500
Continuing Education Building	\$404,976	\$295,000	\$336,000	\$322,500
General Studies Building	\$425,000	\$268,900	\$300,000	\$396,000
Groundskeeping Building	\$12,500	\$22,500	\$16,500	\$17,500
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Campus Landscaping	\$15,000	\$75,000	\$75,000	\$675,102
Campus Lighting	\$158,000	\$236,000	\$173,000	\$75,000
Pottery/Motorcycle Building	\$0	\$37,000	\$5,000	\$15,000
Parking Lots & Drives	\$258,000	\$323,500	\$312,000	\$520,000
Parkhill Building	\$40,000	\$91,500	\$104,000	\$15,000
Patton Building	\$582,600	\$550,100	\$1,054,900	\$838,000
Sink Building	\$341,500	\$344,000	\$423,500	\$212,500
Spearman Building	\$407,500	\$617,500	\$252,000	\$195,000
Technology Education Building	\$212,500	\$450,000	\$461,000	\$690,000
Equipment	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0
Welding Storage Building	\$0	\$0	\$0	\$0
ANNUAL TOTALS	\$4,065,576	\$4,555,925	\$4,920,380	\$5,625,352
AS, GS & Patton Major Replace	\$1,766,847	\$1,766,847	\$1,766,846	\$0
Total Replacement Costs = \$5,400,540				
GRAND TOTALS	\$5,832,423	\$6,322,772	\$6,687,226	\$5,625,352
New Construction Costs		\$17,727,500		

County Attorney Russ Burrell noted that real estate must be determined within 120 days.

Commissioner Lapsley made the motion that the Board approves staff and Blue Ridge Community College moving forward with renovation and planning services by ClarkNexsen. All voted in favor and the motion carried.

JOINT SCHOOL FACILITIES COMMITTEE UPDATE

The Joint School Facilities Committee met Tuesday, March 26, 2019 and reviewed Henderson County Public Schools 10 Year Strategic Conditions Assessment. The proposed project schedule was discussed and an update was provided on the Hendersonville High School project. Vice-Chairman Lapsley and Commissioner Edney provided an update from that meeting.

Bo Caldwell explained that redoing the HVAC systems at Flat Rock and Rugby Middle are the #1 priority. The plan suggested by Commissioner Lapsley will be submitted to the Board of Education at their next meeting. The safety issue at Upward Elementary to obtain single point access at an estimated cost of \$700,000 is also a priority and needs to be done this year.

Commissioner Edney feels the BOE will need to evaluate and determine if the middle schools should be renovated or replaced, and a planning figure needs to be calculated.

County Manager Steve Wyatt noted that during the Joint School Facilities Committee meeting, the possibility of another middle school in Fletcher was discussed. The BOE will need to determine capacity needs by January of 2020.

Chairman Hawkins asked the County Manager and staff to look at the concept and see what effect it may have on the tax rate.

HCPS ASSET PRESERVATION

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
East High										
West High - Roof						\$210,834				
North High - Roof Parapet, Skylights & Fence		\$152,802								
Flat Rock Middle - Windows & HVAC	\$2,632,500									
Flat Rock Middle - HVAC Controls		?								
Flat Rock Middle - Roof							\$259,000			
Hendersonville Middle - Roof & Gutter				\$1,294,344						
Hendersonville Middle - HVAC										\$891,569
Rugby Middle - Windows & HVAC	\$2,686,729						\$181,000			
Apple Valley Middle - Roof Parapet, Skylights & Fence	\$90,148									
Apple Valley Middle - Roof								\$845,151		
Upward Elementary										
Atkinson Elementary - Replacements & Upgrades		\$1,459,679								
Atkinson Elementary - Pavement Improvements					\$222,323					
Hendersonville Elementary - Replacements & Upgrades		\$1,114,308								
Hendersonville Elementary - Pavement Improvements								\$222,323		
Bruce Drysdale Elementary - HVAC Replacement				\$881,597						
Clear Creek Elementary - Gutters & Carpet			\$577,591							
Clear Creek Elementary - System Upgrade					\$680,321					

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Dana Elementary - Roof & Windows		\$296,861								
Dana Elementary - Pavement & System Upgrade					\$1,120,200					
Dana Elementary - Roof									\$45,367	
Etowah Elementary - Roof	\$132,865									
Etowah Elementary - System Upgrade				\$356,329						
Etowah Elementary - Pavement & Door Upgrades					\$325,623					
Fletcher Elementary - Sidewalks & Sewer Upgrade		\$361,669								
Fletcher Elementary - System Upgrades				\$739,700						
Fletcher Elementary - Pavement Improvements					\$321,165					
Fletcher Elementary - HVAC									\$985,884	
Glen Marlow Elementary - Pavement & Sidewalks		\$1,174,374								
Glen Marlow Elementary - System Upgrades				\$617,662						
Glen Marlow Elementary - HVAC							\$1,403,908			
Hillandale Elementary - Gutters & Drainage					\$103,615					
Hillandale Elementary - Roof & Pavement Improvements						\$1,036,965				
Mills River Elementary - Sidewalk & Gutter					\$432,385					
Mills River Elementary - Roof & Pavement Improvements						\$734,770				
Sugarloaf Elementary - Roof & Gutter			\$115,643							
Sugarloaf Elementary - HVAC & Pavement					\$1,247,957					
ANNUAL TOTALS	\$5,542,242	\$4,559,693	\$693,234	\$3,889,632	\$4,453,589	\$1,982,569	\$1,843,908	\$1,067,474	\$1,031,251	\$891,569

HCPS ASSET PRESERVATION – WGL

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
East High										
West High - Roof Replacement						\$210,834				
North High - Roof Parapet, Skylights & Fence		\$152,802								
Flat Rock Middle - Windows & HVAC	\$2,632,500									
Flat Rock Middle - HVAC Controls		?								
Flat Rock Middle - Roof							\$259,000			
Hendersonville Middle - Roof & Gutter			\$1,294,344							
Hendersonville Middle - HVAC										\$891,569
Rugby Middle - Replace Windows & HVAC	\$2,686,729						\$181,000			
Apple Valley Middle - Roof Parapet, Skylights & Fence		\$90,148								
Apple Valley Middle - Roof								\$845,151		
Upward Elementary										
Atkinson Elementary - Replacements & Upgrades		\$1,459,679								
Atkinson Elementary - Pavement Improvements				\$222,323						
Hendersonville Elementary - Replacements & Upgrades		\$1,114,308								
Hendersonville Elementary - Pavement Improvements								\$222,323		
Bruce Drysdale Elementary - HVAC Replacement			\$881,597							
Clear Creek Elementary - Gutters & Carpet			\$577,591							
Clear Creek Elementary - System Upgrade				680,321						

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Dana Elementary - Roof & Windows		\$296,861								
Dana Elementary - Pavement & System Upgrade				1,120,200						
Dana Elementary - Roof									\$45,367	
Etowah Elementary - Roof		\$132,865								
Etowah Elementary - System Upgrade			\$356,329							
Etowah Elementary - Pavement & Door Upgrades				\$325,623						
Fletcher Elementary - Sidewalks & Sewer Upgrade		\$361,669								
Fletcher Elementary - System Upgrades			\$739,700							
Fletcher Elementary - Pavement Improvements				\$321,165						
Fletcher Elementary - HVAC									\$985,884	
Glen Marlow Elementary - Pavement & Sidewalks		\$1,174,374								
Glen Marlow Elementary - System Upgrades			\$617,662							
Glen Marlow Elementary - HVAC							\$1,403,908			
Hillandale Elementary - Gutters & Drainage				\$103,615						
Hillandale Elementary - Roof & Pavement Improvements						\$1,036,965				
Mills River Elementary - Sidewalk & Gutter				\$432,385						
Mills River Elementary - Roof & Pavement Improvements						\$734,770				
Sugarloaf Elementary - Roof & Gutter			\$115,643							
Sugarloaf Elementary - HVAC & Pavement				\$1,247,957						
ANNUAL TOTALS	\$5,319,229	\$4,782,706	\$4,582,866	\$4,453,589	\$0	\$1,982,569	\$1,843,908	\$1,067,474	\$1,031,251	\$891,569

HCPS ASSET RENOVATION & EXPANSION

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
East High - Building Additions	\$8,973,432			\$27,575,510				
West High - Building Additions	\$1,790,380			\$5,588,000				
North High - Building Additions					\$4,746,769			
Flat Rock Middle - Building Additions		\$6,142,500						
Flat Rock Middle - Building Renovations			\$13,868,400					
Rugby Middle - Building Additions		\$8,482,500						
Rugby Middle - Building Renovations			\$13,809,535					
Apple Valley Middle - Building Renovations					\$2,766,566			
Upward Elementary - Building Renovations	\$53,644	\$614,250	\$1,566,706					
Atkinson Elementary - Building Additions		\$1,468,262						
Hendersonville Elementary - Building Additions		\$2,691,000						
Bruce Drysdale Elementary								
Clear Creek Elementary - Generator					\$117,000			
Dana Elementary - Generator					\$117,000			
Etowah Elementary - Generator				\$117,000				
Fletcher Elementary - Generator				\$117,000				
Glen Marlow Elementary - Generator				\$117,000				
Hillandale Elementary - Generator						\$117,000		
Mills River Elementary - Generator						\$117,000		
Sugarloaf Elementary - Generator						\$117,000		
Bus Garage	\$1,989,000							
ANNUAL TOTALS	\$12,806,456	\$19,398,512	\$29,244,641	\$33,514,510	\$7,747,335	\$351,000	\$0	\$0

HCPS ASSET RENOVATION & EXPANSION - WGL

SCHOOL	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
East High - Building Additions		\$8,973,432		\$27,575,510				
West High - Building Additions		\$1,790,380		\$5,588,000				
North High - Building Additions					\$4,746,769			
Flat Rock Middle - Building Additions		\$6,142,500						
Flat Rock Middle - Building Renovations			\$13,868,400					
Rugby Middle - Building Additions		\$8,482,500						
Rugby Middle - Building Renovations			\$13,809,535					
Apple Valley Middle - Building Renovations					\$2,766,566			
Upward Elementary - Building Renovations		667,894	\$1,566,706					
Atkinson Elementary - Building Additions		\$1,468,262						
Hendersonville Elementary - Building Additions		\$2,691,000						
Bruce Drysdale Elementary								
Clear Creek Elementary - Generator			\$117,000					
Dana Elementary - Generator			\$117,000					
Etowah Elementary - Generator			\$117,000					
Fletcher Elementary - Generator			\$117,000					
Glen Marlow Elementary - Generator			\$117,000					
Hillandale Elementary - Generator			\$117,000					
Mills River Elementary - Generator			\$117,000					
Sugarloaf Elementary - Generator			\$117,000					
Bus Garage		1,989,000						
Hendersonville High School	\$60,000,000							
ANNUAL TOTALS	\$60,000,000	\$32,204,968	\$30,180,641	\$33,163,510	\$7,513,335	\$0	\$0	\$0

Summary of Long Term Education Asset Improvements

HC Public Schools		FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
1	Asset Preservation Annual	\$5,987,223	\$4,782,706	\$4,582,866	\$4,453,589	\$0
	Asset Renovation & Expansion	\$60,000,000	\$31,537,074	\$30,180,641	\$33,163,510	\$7,513,335
2	Annual	*\$4,175,700	*\$2,194,824	*\$2,100,420	*\$2,308,020	*\$7,513,335
Blue Ridge Community College		FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
3	Asset Preservation	\$5,832,423	\$6,322,772	\$6,687,226	\$5,625,352	\$0
	Asset Renovation & Expansion	\$0	\$17,727,500	\$0	\$0	\$0
4	Annual	\$0	\$1,233,744	\$0	\$0	\$0
Total Annual (Lines 1+2+3+4)		\$15,995,346	\$14,534,046	\$13,534,046	\$12,386,961	\$7,513,335
Annual Costs are based on a Loan Rate of 3.5% for 20 years						
*These numbers continue into the next year and are not reflected in the total.						

CAPITAL PROJECTS UPDATE

Capital Projects Manager David Berry provided an update to the Board of Commissioners on the status of current construction projects.

Hendersonville High School – \$59.2M

HC staff as directed by the Commissioners in the special called meeting on January 23rd immediately began negotiations with PFA architects and signed the final acceptable contract on February 5th of this year for the new HHS project, and along with HCPS work began immediately.

Last Tuesday there was a Joint Schools Facilities meeting at which time the schools architect provided an update on the projects status.

- The Schematic Design was in the process and was delivered today for review.
- All of their consulting engineers have been selected for the project
- The architects have worked with HCPS to verify including minor changes the program for the schools conceptual layout.
- The architects and their Mechanical, electrical, and plumbing have had ongoing meetings with HCPS, HC staff, and Vannoy Construction in regard to system choices, preferences and affordability within the budget.
- The architects with assistance from HCPS and HC staff have performed more evaluations of existing conditions inclusive of interior and exterior field measurements and drone recordings to allow for designs.
- There have been and continue to be ongoing discussions with Vannoy Construction in regard to potential early construction starts relating to utility relocations, some demolition, and possible site work, that might potentially insure the project stay on schedule. If the team deems this as plausible then we will be addressing an approach to funding that part separately until such time the Final GMP is established.
- The architects along with HC staff have met with City Planning and Development and verified the submittal process and schedule.
- The architects, HC staff, the City, and Mattern and Craig Traffic engineers met with the representatives from DOT and challenged the need for a full blown redo of the required traffic study and analysis. We felt the information from the initial HHS study as far as the traffic counts etc was sufficient with only the narrative and updates for two year growth being changed and incorporated into the study and analysis. Initially our request was not answered until a follow up meeting two weeks later between Dot and HC staff whereby approval from DOT was obtained.
- At the architects request we scheduled and had an on-site meeting with Duke Power, the architects and their engineers and discussed options concerning utility relocations, especially the priorities as they would relate to a potential early start on the site work.

At this point Henderson County has commissioned and separately contracted with Mattern and Craig for the revised Traffic Impact Analysis with the draft report due the second week of April. As per the architects request HC sought proposals for the Asbestos and Hazardous Materials survey and abatement plan and has contracted with Reliant Environmental to perform this service. This will be done during spring break. This is needed as soon as possible so that Vannoy can price the abatement of any hazardous materials and include it in the demolition cost.

- Per the architects request HC sought a proposal for needed additional survey work and has contracted with Holmes surveying to perform this function.
- Per the architects and HC's request, a proposal from Wood Environmental has been requested for updated and additional geotechnical reports to address the Boyd lot and the Stillwell Building.

Note: All of these type services are contracted for separately by Henderson County and are not included in the architects previously accepted contract nor are they are a part of the estimated construction cost. They are though included in the overall approved HHS project budget and accounted for in the Owners allowance budget line item for Professional/Technical/Inspections Fee.

Rugby/Flat Rock HVAC System Replacement

This was included as a discussion item at the February 20th commissioners meeting that was initiated by a letter from the school board formerly requesting \$2M per school to address the repair and/or replacement of the HVAC systems at these two schools. It was stated by the School Superintendent that this was the number one need in their 10 year plan and is critical. Mr. Berry had inspected both systems and concurred that there is a potential for the systems to fail. HCPS had an estimate from a HVAC vendor for that same amount and we were also able to recoup an in-depth study performed by Delta Engineering out of Greenville SC, with whom HC and HCPS has worked with on numerous successful projects, with recommendations and a cost estimate of slightly less than the \$4M. It was noted that this information was several years old. A motion was made at that meeting directing staff to work with the school board staff and engage the services of a consulting engineer to develop firm plans for this work as soon as possible, with the intent of coming back to the board no later than June with final more concrete numbers inclusive of the design.

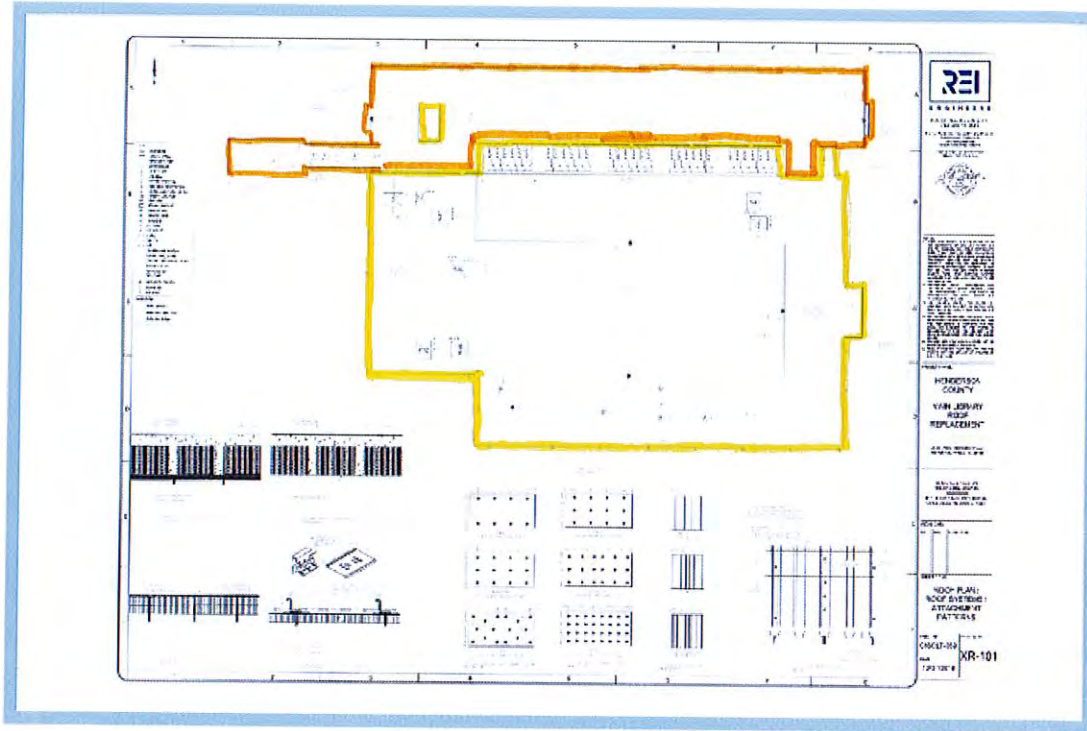
We have just received the proposal from Delta Engineering for the design for the replacement/repair of the HVAC systems at both facilities, inclusive of a complete narrative describing the systems replacement, and their current estimate of the work itself. Their estimate for the work included in their proposal is \$4,145,000, with their fee for the design being 268,850 (approximately 6.4 % of the cost which is in line).

It was consensus of the Board for Mr. Berry to negotiate a 6% contract.

This makes the total estimated cost for the project \$4,413,850. The timetable to perform this work is estimated at approximately 13 months total inclusive of 4-5 months for the design work. The contractor has allowed for the work to be performed in phases as to not upset school operations no more than necessary. Because of HC and HCPS positive experience and success working with Delta Engineering Mr. Berry would recommends that this number be used for budget purposes or for the approval to proceed with the design portion of the work at this time.

Main Library Roof Replacement

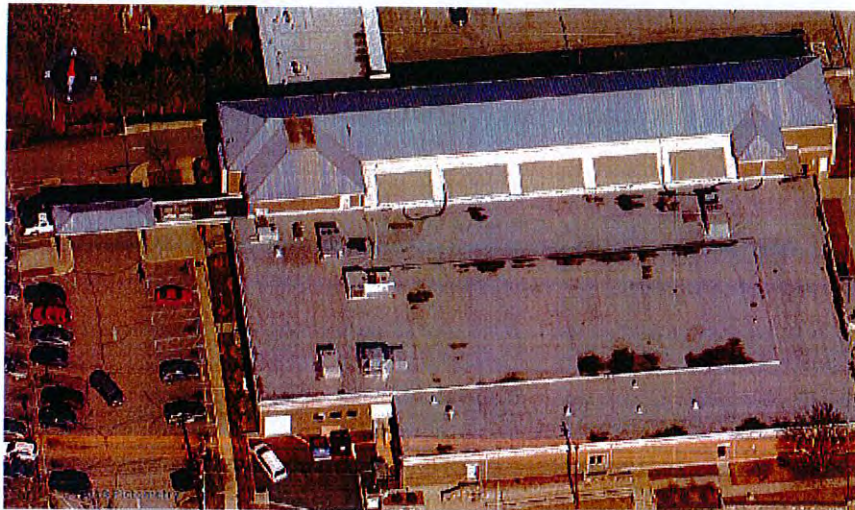
This is an aerial view of the roof of the Main Library. The replacement of the roof is a part of the approved capital projects for fiscal year 2018/2019. At the March 4th Commissioners meeting Phase I of the roof replacement was approved on the consent agenda at a cost of \$628,000 by AAR roofing. (This was \$51,860 more than the budgeted amount, but was offset by \$68,600 savings incurred on the Coop Ext roof project). The work is currently scheduled to start April 18th and being completed by June 30th. It includes the request for proposals for Phase I also requested the inclusion of a bid alternate, which was the cost to complete Phase II of the project, the balance of the metal roof portion.



AAR Roofing’s alternate pricing for the Phase II metal roof portion is \$233,354. \$288,600 is the average cost from the bids submitted for the Phase II alternate metal roof work. If the metal roof work is not performed until the next fiscal year it is estimated that it will cost, with 7% escalation, approximately \$310,000. Therefore should the board recommend proceeding with the Phase II work, the metal roof portion, now, along with the previously approved main roof, would result in an estimated savings of \$76,646.00.

It was consensus of the Board that Phase II of the library roof be postponed.

CONNECTEXPLORER



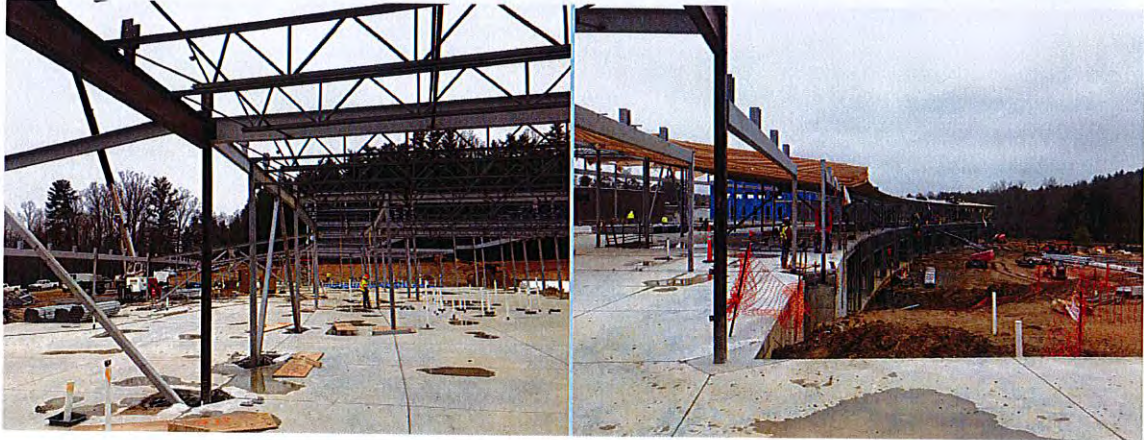
Edneyville Elementary – \$24,996,000

Our construction forces, along with the assistance of our Architect Clark Nexsen, the HCPS staff, and the HC staff continue to make good progress. Due to weather, the project continues to be very difficult to say the least. Beverly Grant – Barnhill continue to do everything possible to stay on schedule inclusive of not only pushing as hard as they dare on the subcontractors as well as working most weekends that the weather has allowed for.

Unfortunately having dealt with the remnants of two hurricanes, record rainfalls, snow, and mud, we had no choice but to allow our contractor to modify the construction schedule as allowed for in their contract, allowing for the move-in date for the school to be shifted from mid-August until, what the current schedule shows, November 13th. Understand a normal construction contract and schedule includes a certain number of rain days based upon average rain data information for the area. In this case that number of days has been exceeded by an additional 46 weather impact days. The overall project completion date of April 1, 2020 remains the same. We, HC staff and Beverly–Grant–Barnhill are confident that the new schedule with the modified turnover date will be met. The required Change Order with documentation reflecting this change has been submitted and it is our recommendation that it be approved and signed.

The project is now at the point that we would like to extend an invitation to the Commissioners and School Board to tour construction of the facility. Mr. Berry feels everyone will find the infrastructure of this specific facility to be very interesting.







1995 Courthouse Skylights

Commissioner Edney has firsthand experience or knowledge with the issue of the skylights leaking. The skylights, a total of 64 which are banked together in 4 rows, have been and continue to be a source of rain leaks, off and on, for some time. They have been repaired numerous times which has usually involved trying to best guess where the leaks are coming from and then attempting to caulk the suspected problem area. Sometimes this has worked, and sometimes it has not. At best though it has only corrected the problem only to show back up later. The skylights are a part of the original 1995 building, now 24 years old.

Staff has reached out to a vendor that we have worked with many times before, Blue Ridge Glass, and asked for help in determining the source of the problem and a more permanent fix. They inspected the skylights and believe that the material used for gasket around the edges of the skylights has now out reached its life and failed and will continue to fail. Since our research and theirs could not determine the original manufacturer, we contracted with them to lift the glass from several units, remove some of the gasket material in order to determine the gasket profile and its availability or whether it had to be manufactured. We are awaiting their final answer on the gasket material and what the cost will be to provide and install it making for a full repair of the skylight system. As soon as we have the information it will be submitted for review and/or approval.



PARTF GRANT DISCUSSION (JACKSON PARK OKLAWAHA GREENWAY REALIGNMENT PROJECT)

John Mitchell stated the Parks and Recreation Trust Fund (PARTF) provides grants to local governments for parks and recreation projects. The grant funds require a dollar-for-dollar match up to \$500,000. Grant funds may be utilized for construction of new projects or to renovate existing park facilities including greenways, walking trails and fields. Projects are evaluated and scored by a committee of PARTF staff and regional consultants from the Recreation Resources Services. The Parks and Recreation Authority selects the projects to receive funding.

The deadline for PARTF applications is May 1, 2019, with a decision made by August. There are several projects in Henderson County that are eligible to receive PARTF funding. The Recreation Advisory Board identified four potential projects for PARTF funding, noting that the existing Oklawaha Greenway in Jackson Park that floods as the top priority for PARTF funding. Below is a list of these projects identified by the Recreation Advisory Board with cost estimates.

1. **Existing Oklawaha Greenway in Jackson Park:** Fixing the flooded section near the Four Seasons (US64) bridge. The City of Hendersonville agreed to provide approximately \$173,000 to the County to elevate and reconstruct the existing Oklawaha Greenway in Jackson Park which can be used as match to the grant. (Estimated cost of \$336,000)
2. **Etowah Park:** Correct the drainage issues impacting the fields. (Estimated cost of \$625,000)
3. **Etowah Park:** Rebuild the failing walking trail. (Estimated cost of \$40,000)
4. **Kunz Farm Park:** Construct the walking trail and park access. (Estimated cost of \$555,000 (this option does not include a pedestrian bridge across the French Board River.

Chairman Hawkins asked if the Oklawaha Greenway would be included in other Greenway projects where grant funds are being pursued.

John Mitchell stated with any of the projects, if the Board has interest, staff would bring back an actual design (formal endorsement) at the mid-month meeting. The existing Oklawaha Greenway in Jackson Park portion is to fix the duck pond.

Steve Wyatt noted it is basically a repair, building it up due to consistent flooding above the flood line.

Mr. Mitchell stated there are three options, and he feels the build-up option is the best.

- A special system that is like a boardwalk. (No-Rise permit not required)
- Building up the area (No-Rise permit required)
- Combination of the first two options

Commissioner Edney feels the Oklawaha Greenway floods with every rain and has needed attention for years. This would be his highest priority.

It is at the discretion of the Board as to what amount to apply for and what projects to submit on the application.

Steve Wyatt feels that smaller projects allow more people to receive funding, however most of the projects he has seen have been between \$400,000 and \$500,000.

Commissioner McCall asked if the failed walking bridge (\$40,000) in Etowah could be included with the Oklawaha Greenway portion.

John Mitchell responded there are many different ways to address drainage. Engineer Natalie Berry and Construction Manager David Berry have both evaluated the drainage in Etowah. It is believed that within the next couple of weeks we can dig out some of the old drainage ditches at Etowah Park and correct some of the issues. It is possible that it will alleviate the drainage issue on those fields within the Parks and Recreation budget.

Commissioner Messer feels that Henderson County may have a 25% chance of receiving the grant. We have many park needs within the County and need to at least apply for the grant.

Commissioner Messer made the motion that the Board direct staff to prepare a PARTF application in the amount of \$500,000 as discussed by the Board and approve the required local County match. All voted in favor and the motion carried.

Commissioner Messer would like to use the needs list provided for the grant and do what we can do.

COUNTY MANAGER'S REPORT

County Manager Steve Wyatt asked for the Board's predictions on the NCAA Basketball Tournament.

Steve Wyatt	Michigan State
Amy Brantley	University of Virginia
Rebecca McCall	Auburn University
Charlie Messer	University of Virginia
Grady Hawkins	Auburn University
Mike Edney	Michigan State
Bill Lapsley	Auburn University
Russ Burrell	University of Virginia

IMPORTANT DATES

County Manager Steve Wyatt noted that the Board will be spending the next 30-45 days on several important items. Staff is finalizing budget numbers for review in early May and final presentation at the mid-May meeting.

Commissioner Edney informed the Board that he will be out of town and unable to attend the April 17th meeting.

Commissioner Lapsley plans to submit the Substance Abuse Task Force report at the May 6th meeting.

ADJOURN

Chairman Hawkins made the motion to adjourn at 9:35 p.m. All voted in favor and the motion carried.

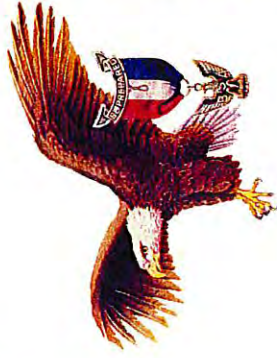
Attest:

Teresa L. Wilson, Clerk to the Board

Grady Hawkins, Chairman

Certificate of Recognition

by the
Henderson County Board of Commissioners



This certificate is awarded to

Quentin Callaway Stalker

In recognition of achieving the rank of Eagle Scout



Grady Hawkins
Grady Hawkins, Chairman

Date

3/26/19

William Lapsley
William Lapsley, Vice-Chairman

Date

3/26/19

Office of the Henderson County Tax Collector

200 NORTH GROVE STREET, SUITE 66

HENDERSONVILLE, NC 28792

PHONE: (828) 697-5595 | FAX: (828) 698-6153

Henderson County Board of Commissioners

1 Historic Courthouse Square, Suite 1

Hendersonville, NC 28792

Tuesday, March 26, 2019

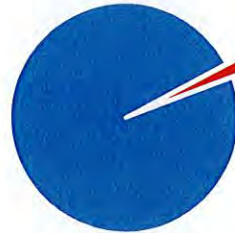
Re: Tax Collector's Report to Commissioners - Meeting Date April 1, 2019

Please find outlined below collections information through March 25, 2019 for the 2018 real and personal property bills mailed on August 1, 2018. Vehicles taxes are billed monthly by NC DMV.

Henderson County Annual Bills (Real and Personal Property):

2018 Beginning Charge:	\$73,220,943.57
Discoveries & Imm. Irreg.:	\$809,260.44
Releases & Refunds:	(\$545,398.34)
<u>Net Charge:</u>	<u>\$73,484,805.67</u>
Unpaid Taxes:	\$1,496,803.93
Amount Collected:	\$71,988,001.74

**Paid
97.96%**



**Unpaid
2.04%**

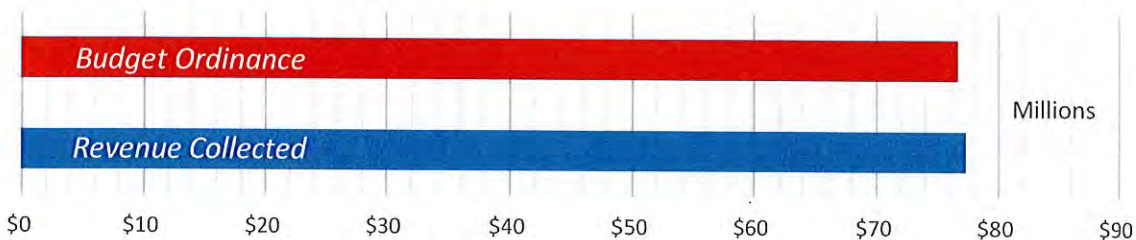
Henderson County Registered Motor Vehicles (As Collected by NC DMV):

Net Charge:	\$4,581,327.84
Unpaid Taxes:	\$13,767.21
Amount Collected:	\$4,567,560.63

99.70%

Henderson County FY19 Budget Analysis:

	<u>Budget Ordinance</u>	<u>Revenue Collected</u>
Ad Valorem:	\$75,697,389.00	\$76,555,562.37
Prior Years:	\$1,025,000.00	\$846,518.58
Budget Total:	\$76,722,389.00	YTD Revenue: \$77,402,080.95



Respectfully Submitted,

Luke Small
Deputy Tax Collector

Darlene Burgess
Tax Administrator

HENDERSON COUNTY BOARD OF COMMISSIONERS

1 Historic Courthouse Square, Suite 1
Hendersonville, North Carolina 28792
Phone: 828-697-4808 • Fax: 828-692-9855
www.hendersoncountync.gov

GRADY H. HAWKINS
Chairman
WILLIAM G. LAPSLEY
Vice-Chairman

J. MICHAEL EDNEY
CHARLES D. MESSER
REBECCA K. MCCALL

Proclamation naming April 2019 “Donate Life Month” in Henderson County, North Carolina and April 22 – 26, 2019 as Pediatric Transplant Week in Henderson County, North Carolina

Whereas, Donate Life Month is a month to celebrate those who have received transplants, to recognize those who continue to wait, to honor donors and donor families, and to thank registered donors for giving hope, and,

Whereas, Pediatric Transplant Week is a week at the end of DLM that focus the powerful message of needing to end the pediatric waiting list, to share patient stories, and to honor donor families whose children have saved and healed lives through organ, eye and tissue donation, and,

Whereas, there are more than 110,000 men, women and children waiting for a lifesaving transplant, and,

Whereas, 8,000 people die each year because the organs they need are not donated in time, and,

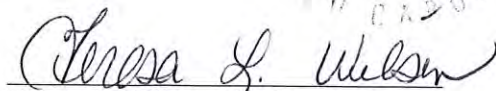
Whereas, a national system matches available organs from the donor with people on the waiting list based on many factors, including blood type, body size, how sick they are, distance from donor hospital and time on the list. Race, income, gender, celebrity and social status are never considered.

Whereas, the vast majority of Americans support donation as an opportunity to give life and health to others. Unfortunately, many people overlook the important step of registering as a donor. Donors are often people who die suddenly and unexpectedly. Their families are then faced with making the decision at a time of shock and grief. Registering relieves your family of this burden. You can save up to 8 lives and heal the lives of more than 75 people. Your registration serves as a symbol of hope to patients waiting and sharing it with your family lets them know your decision.

NOW, THEREFORE, it is hereby proclaimed that the Henderson County Board of Commissioners declare April as “Donate Life Month” in Henderson County, North Carolina and April 22-28, 2019 as “Pediatric Transplant Week” in Henderson County, North Carolina as we celebrate those who have received transplants, honor donors and donor families, and strongly urge people of all ages to register as an organ donor to give hope.

This the 1st day of April 2019.

Attest:


Teresa L. Wilson, Clerk to the Board


Grady Hawkins, Chairman

HENDERSON COUNTY BOARD OF COMMISSIONERS

1 Historic Courthouse Square, Suite 1
Hendersonville, North Carolina 28792
Phone: 828-697-4808 • Fax: 828-692-9855
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GRADY H. HAWKINS
Chairman
WILLIAM G. LAPSLEY
Vice-Chairman

J. MICHAEL EDNEY
CHARLES D. MESSER
REBECCA K. MCCALL


April 1, 2019

Darlene Burgess, Assessor
HENDERSON COUNTY ASSESSOR'S OFFICE
200 N. Grove Street, Suite 102
Hendersonville, N. C. 28792

Dear Mrs. Burgess:

Attached please find tax release requests in the amount of \$1,423.34 and tax refund requests in the amount of \$754.73, reviewed at the Henderson County Board of Commissioners' Meeting on Monday, April 1, 2019. All releases and refunds were approved.

Sincerely,


Grady H. Hawkins, Chairman
Henderson County Board of Commissioners

GHH/tlw

enclosures

REQUEST FOR BOARD ACTION

**HENDERSON COUNTY
BOARD OF
COMMISSIONERS**

MEETING DATE: April 1, 2019
SUBJECT: Pending Releases & Refunds
PRESENTER: Darlene Burgess, Tax Administrator
ATTACHMENT: Yes
1. Pending Release/Refund Combined Report

SUMMARY OF REQUEST:

The attached pending releases and refunds have been reviewed by the Assessor. As a result of that review, it is the opinion of the Assessor that these findings are in order. Supporting documentation is on file in the County Assessor's Office.

These pending release and refund requests are submitted for the approval by the Henderson County Board of Commissioners.

Type:	Amount:
Total Taxes Released from the Charge	\$ 1,423.34
Total Refunds as a Result of the Above Releases	\$ 754.73

BOARD ACTION REQUESTED:

The Board is requested to approve this pending release and refund report as presented.

Suggested Motion:

I move the Board approve the Combined Release/Refund Report as presented.

NCPTS Pending Release/Refund Report. Monday, March 18, 2019*

OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADJ. NUMBER	USER ID	SITUS ADDRESS	TAX DISTRICT	LEVY TYPE	BILLED	PAID	RELEASE	REFUND
BAGWELL, HEATHER M	0003024045-2018-2018-0000	WATERCRAFT SOLD IN 2017. ABSTRACT VOIDED FOR 2018.	(\$9,568)	6008	DTUCKER	229 TERRYS GAP RD FLETCHER NC 28732	COUNTY	TAX	\$54.06	\$0.00	\$54.06	\$0.00
								LATE LIST FEE	\$5.41	\$0.00	\$5.41	\$0.00
								TOTAL:	\$11.00	\$0.00	\$59.47	\$0.00
							FLETCHER FIRE	TAX		\$0.00	\$11.00	\$0.00
								LATE LIST FEE	\$1.10	\$0.00	\$1.10	\$0.00
								TOTAL:		\$0.00	\$12.10	\$0.00
								ABSTRACT TOTAL:		\$71.57	\$71.57	\$0.00
BANNER, WAYNE SCOTT	0003080870-2018-2018-0000	WATERCRAFT SOLD IN 2017. ABSTRACT VOIDED FOR 2018.	(\$962)	6009	DTUCKER	201 BRIGHTWATER HEIGHTS DR HENDERSOVILLE NC 28791	COUNTY	TAX	\$5.44	\$0.00	\$5.44	\$0.00
								LATE LIST FEE	\$0.54	\$0.00	\$0.54	\$0.00
								TOTAL:	\$1.01	\$0.00	\$5.98	\$0.00
							ETOWAH- HORSESHOE FIRE	TAX		\$0.00	\$1.01	\$0.00
								LATE LIST FEE	\$0.10	\$0.00	\$0.10	\$0.00
								TOTAL:		\$0.00	\$1.11	\$0.00
								ABSTRACT TOTAL:		\$7.09	\$7.09	\$0.00
CANNON, MARY LOU	0002446192-2014-2014-0000	MANUFACTURED HOME IS REAL PROPERTY AND NOT PERSONAL PROPERTY. 2014 PERSONAL PROPERTY ABSTRACT VOIDED.	(\$9,400)	5995	RIONES	99 FAY LN NC	COUNTY	TAX	\$48.28	\$48.28	\$48.28	\$0.00
								LATE LIST FEE	\$4.83	\$4.83	\$4.83	\$0.00
								TOTAL:	\$53.11	\$53.11	\$53.11	\$0.00
							EDNEYVILLE FIRE	TAX		\$8.93	\$8.93	\$8.93
								LATE LIST FEE	\$0.89	\$0.89	\$0.89	\$0.89
								TOTAL:		\$9.82	\$9.82	\$9.82
								ABSTRACT TOTAL:		\$62.93	\$62.93	\$62.93
	0002446192-2015-2015-0000	MANUFACTURED HOME IS REAL PROPERTY AND NOT PERSONAL PROPERTY. 2015 PERSONAL PROPERTY ABSTRACT VOIDED.	(\$9,400)	5994	RIONES	99 FAY LN NC	COUNTY	TAX	\$48.28	\$48.28	\$48.28	\$0.00
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:	\$9.87	\$9.87	\$9.87	\$9.87
							EDNEYVILLE FIRE	TAX		\$0.00	\$0.00	\$0.00
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:		\$0.00	\$0.00	\$0.00
								ABSTRACT TOTAL:		\$58.15	\$58.15	\$58.15
	0002446192-2016-2016-0000	MANUFACTURED HOME IS REAL PROPERTY AND NOT PERSONAL PROPERTY. 2016 PERSONAL PROPERTY ABSTRACT VOIDED.	(\$9,400)	5993	RIONES	99 FAY LN NC	COUNTY	TAX	\$53.11	\$53.11	\$53.11	\$0.00
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:	\$9.87	\$9.87	\$9.87	\$9.87
							EDNEYVILLE FIRE	TAX		\$0.00	\$0.00	\$0.00
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:		\$0.00	\$0.00	\$0.00
								ABSTRACT TOTAL:		\$62.98	\$62.98	\$62.98

*Adjustments submitted for approval on or before

NCPTS Pending Release/Refund Report. Monday, March 18, 2019*

OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADJ. NUMBER	USER ID	SITUS ADDRESS	TAX DISTRICT	LEVY TYPE	BILLED	PAID	RELEASE	REFUND
CONNER, ALTON LARRY	0002446192-2017-2017-0000	MANUFACTURED HOME IS REAL PROPERTY AND NOT PERSONAL PROPERTY. 2017 PERSONAL PROPERTY ABSTRACT VOIDED.	(\$9,400)	5992	RIONES	99 FAY LN NC	COUNTY	TAX	\$53.11	\$53.11	\$53.11	\$53.11
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:				
								TAX	\$9.87	\$9.87	\$9.87	\$9.87
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:				
								ABSTRACT TOTAL:			\$62.98	\$62.98
								TOTAL:			\$53.11	\$53.11
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:			\$9.87	\$9.87
	OWNER TOTAL:		(\$47,000)									
GEREN, JENNIFER ELLISSIA	0003086718-2017-2017-0000	UTILITY TRAILER DOUBLE BILLED AS ABSTRACT 2983669 AND 3091448. ABSTRACT 2983669 VOIDED.	(\$825)	6019	DTUCKER	524 TERRY GAP RD FLETCHER NC 28732	COUNTY	TAX	\$4.67	\$4.67	\$4.67	\$4.67
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:				
								FLETCHER FIRE TAX	\$0.95	\$0.95	\$0.95	\$0.95
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:				
								ABSTRACT TOTAL:			\$5.62	\$5.62
								TOTAL:			\$310.02	\$310.02
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:			\$0.95	\$0.95
	OWNER TOTAL:		(\$826)									
CONNER, ALTON LARRY	0003086718-2017-2017-0000	MANUFACTURED HOME DOUBLE BILLED AS ABSTRACT 3086718 AND 677649. ABSTRACT 3086718 VOIDED FOR 2017.	(\$9,100)	5990	DTUCKER	571 LITTLE MOUNTAIN DR ETOWAH NC 28729	COUNTY	TAX	\$51.42	\$51.42	\$51.42	\$51.42
								LATE LIST FEE	\$5.14	\$5.14	\$5.14	\$5.14
								TOTAL:				
								ETOWAH-HORSESHOE FIRE TAX	\$9.56	\$9.56	\$9.56	\$9.56
								LATE LIST FEE	\$0.96	\$0.96	\$0.96	\$0.96
								TOTAL:				
								ABSTRACT TOTAL:			\$67.08	\$67.08
								TOTAL:			\$10.52	\$10.52
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:			\$9.56	\$9.56
	OWNER TOTAL:		(\$18,200)									

*Adjustments submitted for approval on or before

NCPTS Pending Release/Refund Report. Monday, March 18, 2019*

OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADJ. NUMBER	USER ID	SITUS ADDRESS	TAX DISTRICT	LEVY TYPE	BILLED	PAID	RELEASE	REFUND
MILLER, LANCE SCUTT	0003093036-2018-2018-0000	TRAILER WAS SOLD NOVEMBER 2017. ABSTRACT VOIDED FOR 2018.	(\$950)	6010	KDECGARD	996 JACKSON LOOP RD FLAT ROCK NC 28731	COUNTY	TAX	\$5.37	\$0.00	\$5.37	\$0.00
								LATE LIST FEE	\$0.54	\$0.00	\$0.54	\$0.00
								TOTAL:			\$5.91	\$0.00
							BLUE RIDGE FIRE	TAX	\$1.14	\$0.00	\$1.14	\$0.00
								LATE LIST FEE	\$0.11	\$0.00	\$0.11	\$0.00
								TOTAL:			\$1.25	\$0.00
								ABSTRACT TOTAL:		\$7.16	\$7.16	\$0.00
PRESTON, JAMES	0003090554-2018-2018-0000	ABSTRACT VOIDED DUE TO MOTOR VEHICLE BEING REGISTERED WITH THE DMV.	(\$11,721)	6007	DTUCKER	128 ARIEL LOOP HENDERSOINVILLE NC 28792	COUNTY	TAX	\$66.22	\$0.00	\$66.22	\$0.00
								LATE LIST FEE	\$6.62	\$0.00	\$6.62	\$0.00
								TOTAL:			\$72.84	\$0.00
							EDNEYVILLE FIRE	TAX	\$12.31	\$0.00	\$12.31	\$0.00
								LATE LIST FEE	\$1.23	\$0.00	\$1.23	\$0.00
								TOTAL:			\$13.54	\$0.00
								ABSTRACT TOTAL:		\$86.38	\$86.38	\$0.00
ROJAS, DAVID	0003093405-2018-2018-0000	OWNER PROVIDED DOCUMENTATION THAT THE WATERCRAFT IS A KAYAK.	(\$11,721)	6017	DTUCKER	5 STEEPLECHASE CT HENDERSOINVILLE NC 28791	COUNTY	TAX	\$141.25	\$141.25	\$141.25	\$0.00
								LATE LIST FEE	\$14.13	\$14.13	\$14.13	\$0.00
								TOTAL:			\$155.38	\$0.00
							VALLEY HILL FIRE	TAX	\$23.75	\$23.75	\$23.75	\$0.00
								LATE LIST FEE	\$2.38	\$2.38	\$2.38	\$0.00
								TOTAL:			\$26.13	\$0.00
								ABSTRACT TOTAL:		\$181.51	\$181.51	\$0.00
TATHAW, MILDRED SUE	0002854439-2015-2015-0000	THIS PARCEL SHOULD HAVE BEEN INCLUDED IN A RECOMBINATION PER PLAT RECORDED IN 2014. ACREAGE FOR PARCEL 9949230 DOUBLE BILLED ON THE NEW PARCELS, 1017419 AND 1017420. ABSTRACT VOIDED FOR 2015	(\$25,000)	6014	SMCCALL	0 NO ADDRESS ASSIGNED HENDERSOINVILLE NC 28792	COUNTY	TAX	\$43.66	\$43.66	\$43.66	\$181.51
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$43.66
								TOTAL:			\$43.66	\$0.00
							ETOWAH- HORSESHOE FIRE	TAX	\$8.93	\$8.93	\$8.93	\$43.66
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$8.93
								TOTAL:			\$8.93	\$8.93
								ABSTRACT TOTAL:		\$52.59	\$52.59	\$0.00
	0002854439-2016-2016-0000	THIS PARCEL WAS SPLIT AND RECOMBINED WITH 1017419 AND 1017420, HOWEVER IT WAS NOT RETIRED IN DENALI. THIS ACREAGE WAS DOUBLE BILLED ON THE NEW PARCELS, 1017419 AND 1017420. ABSTRACT VOIDED FOR 2016.	(\$8,500)	6013	SMCCALL	0 NO ADDRESS ASSIGNED HENDERSOINVILLE NC 28792	COUNTY	TAX	\$48.03	\$48.03	\$48.03	\$48.03
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$0.00
								TOTAL:			\$48.03	\$48.03
							ETOWAH- HORSESHOE FIRE	TAX	\$8.93	\$8.93	\$8.93	\$48.03
								LATE LIST FEE	\$0.00	\$0.00	\$0.00	\$8.93
								TOTAL:			\$8.93	\$8.93
								ABSTRACT TOTAL:		\$56.96	\$56.96	\$0.00

*Adjustments submitted for approval on or before

NCPTS Pending Release/Refund Report. Monday, March 18, 2019*

OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADJ. NUMBER	USER ID	SITUS ADDRESS	TAX DISTRICT	LEVY TYPE	BILLED	PAID	RELEASE	REFUND
	0002854439-2017-2017-0000	THIS PARCEL WAS SPLIT AND RECOMBINED WITH 1017419 AND 1017420, HOWEVER IT WAS NOT RETIRED IN DENALI. THIS ACREAGE WAS DOUBLE BILLED ON THE NEW PARCELS, 1017419 AND 1017420. ABSTRACT VOIDED FOR 2017.	(\$8,500)	6012	SMCCALL	0 NO ADDRESS ASSIGNED HENDERSONVILLE NC 28792	COUNTY	TAX LATE LIST FEE TOTAL: TAX	\$48.03 \$0.00 \$8.93	\$48.03 \$0.00 \$8.93	\$48.03 \$0.00 \$48.03 \$8.93	\$48.03 \$0.00 \$48.03 \$8.93
	0002854439-2018-2018-0000	THIS PARCEL WAS SPLIT AND RECOMBINED WITH 1017419 AND 1017420, HOWEVER IT WAS NOT RETIRED IN DENALI. THIS ACREAGE WAS DOUBLE BILLED ON THE NEW PARCELS, 1017419 AND 1017420. ABSTRACT VOIDED FOR 2018.	(\$8,500)	6011	SMCCALL	0 NO ADDRESS ASSIGNED HENDERSONVILLE NC 28792	COUNTY	TAX LATE LIST FEE TOTAL: TAX	\$48.03 \$0.00 \$8.93	\$48.03 \$0.00 \$8.93	\$48.03 \$0.00 \$48.03 \$8.93	\$48.03 \$0.00 \$48.03 \$8.93
	000342301-2018-2018-0000	BUSINESS SOLD AUGUST 2017. ABSTRACT VOIDED FOR 2018.	(\$34,000)	6016	KDEGGARD	2103 N MAIN ST NC	COUNTY	TAX LATE LIST FEE TOTAL:	\$37.43 \$3.74	\$0.00 \$0.00	\$223.47 \$37.43 \$3.74	\$223.47 \$0.00 \$0.00
TAYLOR, CARL	OWNER TOTAL:											
	0003095640-2018-2013-0000	DISCOVERY VOIDED FOR 2013. TAXPAYER NEVER RECEIVED THE DISCOVERY LETTER AND BILLS THAT WERE MAILED, THEREFORE DID NOT HAVE THE PROPER TIME TO APPEAL. BOTH LETTER & BILLS WERE RETURNED.	(\$7,260)	5996	HSALTER	535 CANE CREEK INDUSTRIAL PAR RD FLETCHER NC 28732	COUNTY	TAX LATE LIST FEE TOTAL:	\$37.29 \$22.37	\$0.00 \$0.00	\$37.29 \$22.37	\$0.00 \$0.00
TERCON LOGISTICS	OWNER TOTAL:											
	0003095640-2018-2014-0000	DISCOVERY VOIDED FOR 2014. TAXPAYER NEVER RECEIVED THE DISCOVERY LETTER AND BILLS THAT WERE MAILED, THEREFORE DID NOT HAVE THE PROPER TIME TO APPEAL. BOTH LETTER & BILLS WERE RETURNED.	(\$7,260)	5997	HSALTER	535 CANE CREEK INDUSTRIAL PAR RD FLETCHER NC 28732	COUNTY	TAX LATE LIST FEE TOTAL:	\$37.29 \$18.64	\$0.00 \$0.00	\$37.29 \$18.64	\$0.00 \$0.00
	0003095640-2018-2015-0000	DISCOVERY VOIDED FOR 2015. TAXPAYER NEVER RECEIVED THE DISCOVERY LETTER AND BILLS THAT WERE MAILED, THEREFORE DID NOT HAVE THE PROPER TIME TO APPEAL. BOTH LETTER & BILLS WERE RETURNED.	(\$7,260)	5998	HSALTER	535 CANE CREEK INDUSTRIAL PAR RD FLETCHER NC 28732	COUNTY	TAX LATE LIST FEE TOTAL:	\$37.29 \$14.91	\$0.00 \$0.00	\$37.29 \$14.91	\$0.00 \$0.00
	OWNER TOTAL:											

*Adjustments submitted for approval on or before

NCPTS Pending Release/Refund Report. Monday, March 18, 2019*

OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADJ. NUMBER	USER ID	SITUS ADDRESS	TAX DISTRICT	LEVY TYPE	BILLED	PAID	RELEASE	REFUND
	0003095640-2018-2016-0000	DISCOVERY VOIDED FOR 2016. TAXPAYER NEVER RECEIVED THE DISCOVERY LETTER AND BILLS THAT WERE MAILED, THEREFORE DID NOT HAVE THE PROPER TIME TO APPEAL. BOTH LETTER & BILLS WERE RETURNED.	(\$7,260)	5999	HSALTER	535 CANE CREEK INDUSTRIAL PAR RD FLETCHER NC 28732	COUNTY	TAX LATE LIST FEE TOTAL:	\$41.02 \$12.31	\$0.00 \$0.00	\$41.02 \$53.33 \$53.33	\$0.00 \$0.00 \$0.00
	0003095640-2018-2017-0000	DISCOVERY VOIDED FOR 2017. TAXPAYER NEVER RECEIVED THE DISCOVERY LETTER AND BILLS THAT WERE MAILED, THEREFORE DID NOT HAVE THE PROPER TIME TO APPEAL. BOTH LETTER & BILLS WERE RETURNED.	(\$7,260)	6000	HSALTER	535 CANE CREEK INDUSTRIAL PAR RD FLETCHER NC 28732	COUNTY	TAX LATE LIST FEE TOTAL:	\$41.02 \$8.20	\$0.00 \$0.00	\$41.02 \$8.20 \$49.22	\$0.00 \$0.00 \$0.00
	0003095640-2018-2018-0000	DISCOVERY VOIDED FOR 2018. TAXPAYER NEVER RECEIVED THE DISCOVERY LETTER AND BILLS THAT WERE MAILED, THEREFORE DID NOT HAVE THE PROPER TIME TO APPEAL. BOTH LETTER & BILLS WERE RETURNED.	(\$7,260)	6001	HSALTER	535 CANE CREEK INDUSTRIAL PAR RD FLETCHER NC 28732	COUNTY	TAX LATE LIST FEE TOTAL:	\$41.02 \$4.10	\$0.00 \$0.00	\$41.02 \$4.10 \$45.12	\$0.00 \$0.00 \$0.00
	0003095640-2018-2018-0000	DISCOVERY VOIDED FOR 2018. TAXPAYER NEVER RECEIVED THE DISCOVERY LETTER AND BILLS THAT WERE MAILED, THEREFORE DID NOT HAVE THE PROPER TIME TO APPEAL. BOTH LETTER & BILLS WERE RETURNED.	(\$43,560)	6018	PCARVER	1616 GREENVILLE HWY HENDERSONVILLE NC 28792	COUNTY	TAX LATE LIST FEE TOTAL:	\$1,013.61 \$0.00	\$1,013.61 \$0.00	\$315.46 \$32.77 \$32.77	\$0.00 \$32.77 \$32.77
	0003095640-2018-2018-0000	RIGHT OF WAY DEED RECORDED 12/21/2017 WAS NOT MAPPED IN 2017 FOR 2018. A CORRECTION TO THE ACREAGE AND THE BILL HAS BEEN REQUESTED BY THE OWNER. THIS ADJUSTMENT IS FOR THE DIFFERENCE IN VALUE BASED ON THE ACREAGE DIFFERENCE AFTER THE ACQUIRED ROW WAS MAPPED. NEW PARCEL FOR 2019 IS 10004048.	(\$5,800)				BLUE RIDGE FIRE	TAX LATE LIST FEE TOTAL:	\$215.28 \$0.00	\$215.28 \$0.00	\$6.96 \$0.00 \$6.96	\$6.96 \$0.00 \$6.96
	0003095640-2018-2018-0000		(\$5,800)					TOTAL:			\$39.73	\$39.73
	0003095640-2018-2018-0000		(\$204,211)					TOTAL:			\$1,423.34	\$754.73

*Adjustments submitted for approval on or before

FY 2020 CONSOLIDATED AGREEMENT

This Agreement is made between the North Carolina Department of Health and Human Services, Division of Public Health ("State") and the Henderson County Department of Public Health ("Department") for the purposes of maintaining and promoting the advancement of public health in North Carolina. This Agreement shall cover a period from July 1, 2019 to June 30, 2020 and shall remain in force until the next Fiscal Year Agreement is signed except as provided for in Section J. Termination.

Now, therefore, the State and the Department agree that the provisions and clauses herein set forth shall be incorporated in and constitute the terms and conditions applicable for activities involving State funding. (State funding or funds means State, federal, and/or special funding or funds throughout this Agreement.)

A. RESPONSIBILITIES OF THE DEPARTMENT

1. The Department shall perform activities in compliance with applicable program rules contained in the North Carolina Administrative Code, as well as all applicable federal and State laws and regulations.
2. The Department shall perform the activities specified in the Agreement Addenda for State-funded budgets. The Department must negotiate these Agreement Addenda in good faith to the satisfaction of State representatives as part of the Agreement execution. The Department will meet or exceed the Agreement Addenda levels unless extenuating circumstances prevail and are explained in writing to the State section, branch or program.
3. The Department shall report client, service, encounter, and other data as specified by applicable program rules, Agreement Addenda for State-funded budgets, and by North Carolina Administrative Code.
4. The Department shall provide access to patient records to authorized staff from the Division of Public Health (DPH) for technical consultation, program monitoring, and program evaluation, as specified by applicable program rules, Agreement Addenda for State-funded budgets, and by North Carolina Administrative Code.
5. The Department shall provide client, service, encounter, and other data through the State's centralized automated systems for claims creation and submission for processing to the State's Medicaid agency except as allowed by NCGS § 130A-45.13 Authority to contract directly with private providers to operate billing system for county Medicaid claims and NCGS § 130A-34.2 Billing of Medicaid. To ensure that such data is accurately linked to the specific client served in a manner that results in a unique identifier from the DHHS Common Name Data Service except as allowed by NCGS § 130A-34.2 the Department shall allow the State to submit (on its behalf) the Social Security Numbers of all clients to the Social Security Administration for verification.
6. The Department shall share data to support efforts of the public health system, represented by the local health departments, local health programs, and the State (the parties), in order to meet public health objectives. The data will be shared in a manner which respects the confidentiality and integrity of each party's data and protects the privacy of individual client health information. Sharing data includes providing client information allowed as permitted disclosures under the Health Insurance Portability and Accountability Act of 1996, Public Law 104-91, HIPAA Administration Simplification Provisions Sections 261 through 264, 45 CFR 164.512.
7. The Department shall administer and enforce all rules that have been adopted by the Commission for Public Health, ratified by the North Carolina General Assembly, or adopted by the Local Board of Health.
8. The Department shall provide to the State a copy of any rules adopted, amended or rescinded by the Local Board of Health pursuant to NCGS § 130A-39 Powers and duties of a local board of health and Public Health Ordinances adopted by the County Commissioners, within 30 days of adoption or

rescission. These rules and ordinances are to be sent to the Local Technical Assistance and Training (LTAT) Branch Head or designee.

9. The Department shall have policies related to conflict of interest, and policies and procedures for human subjects clearance. Each staff member shall receive a copy of these policies.
10. The Department shall provide to the Local Technical Assistance and Training (LTAT) Branch Head or designee:
 - a. A comprehensive community health assessment (CHA) at least every four years, for each county or health district. The CHA should be a collaborative effort with local partners inclusive of hospitals, businesses, community partners, and the local Healthy Carolinians Partnership (if such exists), and shall include the collection and analysis of primary data at the county and district level (if such exists), secondary data from the State Center for Health Statistics (SCHS) and other sources, and an assessment and analysis of community resources. The CHA shall identify a list of community health problems based on the assessment. Each identified problem shall be prioritized and described in the narrative. The CHA will include data analysis of those indicators listed in the Accreditation Self-Assessment Inventory, Benchmark 1, Activity 1.1. The CHA is due on the first Monday in March following the year of assessment.
 - b. Community Health Improvement Plans (CHIPs) no later than six months after the completion of the comprehensive community health assessment (CHA). The CHIPs are due by the first Monday in September following the year of assessment.
 - 1) A CHIP is written for each of two prioritized health problems.
 - 2) One CHIP can be short term in nature (focus for 1-3 years), but the second CHIP must be long term (focus for 5-10 years).
 - 3) Each CHIP should use best evidence interventions targeting health behaviors, the physical environment, social and economic factors, and/or clinical care.
 - 4) The long-term CHIP must be represented in either the CDC 6/18 Initiative, HI- 5 Interventions, be one of the 13 Healthy North Carolina 2020 (HNC 2020) focus areas or in other evidence-based health status indicators.
 - 5) The long-term CHIP should include short-term and long-term interventions with a goal of improving population health indicators (morbidity and mortality).
 - 6) The long-term CHIP could potentially persist for several CHA cycles. With each CHA cycle, the CHIP must be updated to demonstrate that:
 - a) the health problem persists and continues to be a priority
 - b) the current interventions are effective, or that new interventions are needed, and
 - c) the interventions need to be expanded to a new target population.
 - 7) All CHIPs shall include a plan for staffing, training, implementation, monitoring, evaluating, and sustaining.
11. The Department shall provide a state of the county or district health report (SOTCH) during each of the interim years between community assessments. The SOTCH shall include progress made on each CHIP evaluation measure. The SOTCH is due by the first Monday in March during the years a CHA is not submitted.
12. The Department shall make requests for variances in submission of documents in writing in advance of the required date of submission. Emails may be sent to the Director, Community Health Assessment, Local Technical Assistance and Training Branch (LTAT) cha.sotch@dhhs.nc.gov.
13. Refer to CHA tools at <https://publichealth.nc.gov/lhd/index.htm>

14. The Department shall provide formal training for its Board of Health (BOH). The LTAT Branch shall notify the Department no later than April 30 of the name of the contractor who can provide this training during the upcoming fiscal year. First priority should be given to training newly appointed members with the ultimate goal of having all BOH members trained as time and resources allow. Continuing education updates on topics of special interest are strongly encouraged after general board member orientation has been provided for all BOH Members.
15. The Department shall provide Network and Internet access at its facilities (or to the county network where desired) at a minimum speed of a full T1 line in order to:
 - a. Connect with the North Carolina Health Alert Network (HAN), North Carolina Electronic Disease Surveillance System (NCEDSS), North Carolina Immunization Registry (NCIR), Local Health Department Health Services Analysis (LHD-HSA) and Electronic Birth Registration System (EBRS)
 - b. Rapidly communicate email alerts to and from DPH regarding bioterrorism and public health topics (outbreaks, emergency alerts, etc.)
 - c. Access DPH training material and information used for training staff, including access to webinars
 - d. Maintain a secure infrastructure for remote data entry in the local health departments
 - e. Report electronically all required Environmental Health Section inspection data in the format and frequency specified by DPH. (Paper copies of inspection data are no longer accepted for Food, Lodging, and Institutions inspections.)

The Department will maintain the above-described minimum connection. The Department may choose any provider (ISP) that it wishes. The Department will also ensure security of a minimum of a T1 connection at the Department location. The Department may utilize security products (i.e., firewalls) of its choosing to maintain network connectivity and security integrity. The Department network configuration and security practices must allow communication with systems within the state network.
16. The Department shall incorporate basic elements of the North Carolina Public Health logo and theme line (slogan) into communication materials developed for programs and services that depend, in whole or in part, upon State funding. The logo files are available from the Local Technical and Assistance Training Branch. Such communication materials could include letterhead, business cards, brochures, pamphlets, advertisements or announcements, signs and marketing/promotional materials. The Department is encouraged to incorporate its own name with the logo.
17. The Department shall notify the LTAT Branch any time there is a legal name change to the Department; in addition, if the Department becomes part of a consolidated human services agency or any other governance change, the Department shall notify the State immediately and send to the LTAT Branch an organization chart reflecting the new structure of the consolidated human service agency or governing board so that the State will know who to contact related to public health issues.
18. The Department shall notify the DPH Director in writing 90 days in advance of any planned discontinuance of either Care Coordination for Children (CC4C) or Pregnancy Care Management (OBCM) programs. A letter co-signed by the DPH Director and the Department's local Health Director is required approving a joint transition plan that includes input from the appropriate local partners. Failure to comply with this provision may result in the withholding of all funds from the Department at the discretion of the DPH Director. (See Attachment A for Discontinuance of the OBCM or CC4C Program requirements.)
19. The Department may not require a client to present identification that includes a picture of the client for at least immunization, pregnancy prevention, sexually transmitted disease and communicable disease services.

20. The Department shall assure the State that expenditures of locally appropriated funds (Maintenance of Effort, or MOE) is maintained for maternal health, child health, and family planning program activities equal to or greater than that reported on the Staff Time Activity Report for the period July 1, 1984 through June 30, 1985. This figure will be increased annually based on a federally accepted inflation index. This revised baseline figure has been calculated and is provided as Attachment B to this Agreement for the Department's use in budget preparation.
21. The Department shall retain financial and program records including electronic records in accordance with the North Carolina Department of Natural and Cultural Resource's Local Government Schedules records retention policy and in accordance with the retention of those records as described in Section C.1.f. Records resulting from these services shall not be destroyed, purged or disposed of except in accordance with the records retention policy and in accordance with State and federal law. The State's basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Agreement has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

B. FUNDING STIPULATIONS

1. Funding for this Agreement and all Agreement Addenda is subject to the availability of State, federal, and Special Funds for the purpose set forth in this Agreement.
2. During the period of this Agreement, the Department shall not use State, federal or Special Project funds received under this Agreement or any Agreement Addenda to reduce locally appropriated funds as reflected in the Local Appropriations Budget (see Paragraph C.3 below).
3. The Department shall not use personal health program funds to support environmental health programs nor use environmental health program funds to support personal health programs.
4. The Department shall submit monthly reports of On-Site Wastewater activities to the On-Site Water Protection Branch in the Environmental Health Section of DPH in the format provided by the Section.
5. The Department shall comply with 10A NCAC 46.0200 Standards for Local Health Departments.
6. The Department shall maintain authenticated employee time records to document the actual work activity of each employee on a daily basis. The percentage of time each employee spends in each activity shall be converted to dollars based upon the employee's salary and benefits at least on a monthly basis. The computation shall support the charges for salaries and benefits to all federal and State grants (as required in 2 CFR 200) as well as provide the documentation of detailed labor cost per activity for preparation of Medicaid Cost Report.
7. For Departments participating in Medicaid Reimbursement, the Department shall:
 - a. Execute a Provider Participation Agreement with the Division of Medical Assistance. Health departments receiving at least \$5,000,000 in Medicaid receipts annually, as identified by the Division of Medical Assistance, must sign, as part of their continuing participation as a Medicaid provider, a Letter of Attestation affirming that: (1) detailed information is provided to employees, contractors and agents about the Federal and State False Claims Acts and (2) written policies and procedures are in place to detect and prevent fraud, waste and abuse.

- b. Make every reasonable effort to collect its cost in providing services, for which Medicaid reimbursement is sought, through public or private third party payors except where prohibited by federal regulations or State law; however, no one shall be refused services solely because of an inability to pay.
 - c. Establish one charge per clinical/support service for all payors (including Medicaid) based on their related costs as stated in NCGS § 130A.39.g. All Payors must be billed the same established charge except when billing 340B Drug Pricing Program drugs or devices to Medicaid. All drugs or devices purchased using 340B Program must be billed to Medicaid at the acquisition cost. The Department may accept negotiated or other agreed upon lower amounts (e.g., the Medicaid reimbursement rate) as payment in full.
 - d. All Department fees, including environmental health fees should be reviewed annually in accordance with the North Carolina Local Health Department Accreditation Board guidance.
8. Subject to the availability of funds and approval of the Public Health Nursing and Professional Development Unit, the Department may request reimbursement for:
- a. Nursing service personnel participating in *Principles and Practices of Public Health Nursing* course. Reimbursement is \$400 per participant upon successful completion of the course. Reimbursement requests must be filed by the Department within the same fiscal year the course is completed. (Attachment C)
 - b. Health Department Management/Supervision level staff participating in the *Management and Supervision for Public Health Professionals* course. Reimbursement is \$600 per participant upon successful completion of the course. Reimbursement requests must be filed by the Department within the same fiscal year the course is completed. (Attachment D)
9. Equipment is a type of fixed asset consisting of specific items of property that: (1) is tangible in nature; (2) has a life longer than one year; and (3) has a significant value.
- a. For Inventory Purposes
 - 1) Equipment must be accounted for in accordance with the North Carolina Department of State Treasurer's *Policy Manual for Local Government, Chapter 20, Capital Assets*.
 - 2) All equipment with an acquisition cost of \$500 or more which is purchased with Women, Infants and Children (WIC) Program Funds, must be inventoried with the Women's and Children's Health Section.
 - b. For Prior Approval Purposes
 - 1) Except for WIC, all equipment purchased or leased with an acquisition cost exceeding \$2,500, where there is an option to purchase with State/federal funds, the purchase or lease must receive prior written approval from the appropriate Section and Branch within DPH. [See Subparagraph 2 below for WIC requirements.] For those purchased with Public Health Preparedness & Response Branch funds only, any purchase exceeding \$2,500 per invoice should be treated as a single purchase for prior approval purposes. [For example, on one invoice, the Department purchases a computer, monitor, and printer totaling more than \$2,500, or purchases six computers at \$500 each.]
 - 2) For WIC, all computer and medical equipment purchased or leased, must receive prior written approval from the Branch regardless of cost. In addition, all other tangible assets (non-computer/medical) with an acquisition cost exceeding \$500 must receive prior approval.
 - c. For Accounting Purposes
 - 1) The Department must utilize the depreciation schedule provided by the State for all assets with an acquisition cost of \$5,000 or greater. The accumulated depreciation should be recorded in the general fixed assets account group.

10. Prior approval required for purchases other than equipment:
 - a. For Public Health Preparedness & Response Branch funds, purchases for meals and refreshments must receive prior written approval from the PHP&R Branch.
 - b. The use of Women's and Children's Health Medicaid fees for capital improvements requires prior written approval from the Women's and Children's Health Section.
11. The Department agrees to execute the following Consolidated Federal Certifications attached to this Agreement as applicable when receiving Federal funds:
 - a. Certification regarding Nondiscrimination
 - b. Certification regarding Drug-Free Workplace Requirements
 - c. Certification regarding Environmental Tobacco Smoke.
 - d. Certification regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions
 - e. Certification regarding Lobbying
12. When administering the Women, Infants, and Children's Program (WIC), the Department must adhere to the requirements set forth in Section 361 of the Healthy Hunger-Free Kids Act of 2010 which amended Section 12(b) of the Richard B. Russell National School Lunch Act (NSLA), 42 USC 1760(b). This Act requires the Department to support full use of the Federal administrative funds provided for the WIC program. The federal administrative funds are specifically excluded from budget restrictions or limitations including, at a minimum, hiring freezes, work furloughs and travel restrictions.
13. Pursuant to the Federal Funding Accountability and Transparency Act (FFATA), the Department is required to submit to DPH information that is reportable by DPH for all qualified subawardees of federal funds. The Department will complete and submit the Federal Funding Accountability and Transparency Act (FFATA) Data Reporting Requirement form provided by DPH to determine the eligibility as a subawardee for reporting purposes. Information provided by the Department will be used by DPH to report subawards (funding authorizations) equal to or greater than \$25,000 from each federal grant.

The Department shall maintain an active registration in the federal government's System for Award Management (SAM). The SAM registration must be updated no less than annually in order to maintain an active status. To update the registration, the Department must log in at the SAM home page, www.sam.gov, and follow the instructions found there.
14. Subject to the availability of funds and approval of the Environmental Health Section, the Department may request reimbursement for Centralized Intern Training (CIT) and a one-time mileage allocation. (Attachment E)
 - a. For Interns attending CIT sessions, reimbursement amounts are based on the session attended:
 - 1) Food Protection & Facilities Track — \$280
 - 2) On-Site Water Protection Track — \$560
 - 3) Tier 2 General EH Module — \$280
 - b. For Cross-training Registered Environmental Health Specialists (REHS) attending CIT sessions, reimbursement amounts are based on the session attended:
 - 1) Food, Lodging, & Institutions— \$170
 - 2) Child Care & School Sanitation— \$62
 - 3) On-site Water Protection— \$450
 - 4) Private Drinking Water Wells— \$62
 - 5) Public Swimming Pools— \$62
 - 6) Tattoo— \$62

- c. A one-time mileage allocation per two REHSs from the same county per training session is based on one of the four geographical areas they are employed. Reimbursement requires successful completion of the course and requests must be filed by the Department within 60 days course completion.
- 1) Area 1 — \$57: Alamance, Caswell, Chatham, Cumberland, Duplin, Durham, Edgecombe, Franklin, Granville, Greene, Guilford, Halifax, Harnett, Hoke, Johnston, Lee, Lenoir, Montgomery, Moore, Nash, Orange, Person, Randolph, Sampson, Vance, Wake, Warren, Wayne, Wilson.
 - 2) Area 2 — \$170: Alexander, Alleghany, Anson, Ashe, Beaufort, Bertie, Bladen, Brunswick, Cabarrus, Camden, Carteret, Catawba, Chowan, Columbus, Craven, Currituck, Dare, Davidson, Davie, Forsyth, Gaston, Gates, Hertford, Hyde, Iredell, Jones, Lincoln, Martin, Mecklenburg, New Hanover, North Hampton, Onslow, Pamlico, Pasquotank, Pender, Perquimans, Pitt, Richmond, Robeson, Rockingham, Rowan, Scotland, Stanly, Stokes, Surry, Tyrrell, Union, Washington, Watauga, Wilkes, Yadkin.
 - 3) Area 3 — \$283: Avery, Buncombe, Burke, Caldwell, Cleveland, Haywood, Henderson, Jackson, Madison, McDowell, Mitchell, Polk, Rutherford, Transylvania, Yancey.
 - 4) Area 4 — \$396: Cherokee, Clay, Graham, Macon, Swain.
15. The Department shall comply with the federal Uniform Guidance, codified at 2 C.F.R. Part 200, when utilizing federal grant funds.
- a. When procuring goods and services with federal grant funds, the Department shall apply the most restrictive rule when following federal, state, and local government procurement requirements.

C. FISCAL CONTROL

1. The Department shall comply with the Local Government Budget and Fiscal Control Act, North Carolina General Statute Chapter 159, Article 3.a.
 - a. The Department shall maintain a purchasing and procurement system in accordance with generally accepted accounting practices and procedures set forth by the Local Government Commission.
 - b. The Department shall execute written agreements with all parties who invoice the Department for payment for the provision of services to patients. Exceptions may be permitted in cases where the patient has a preference for a non-contracted provider and that provider verbally agrees to abide by program requirements and to accept program payment as payment in full.
 - c. The Department, when subcontracting, must meet the following conditions:
 - 1) The Department is not relieved of any of the duties and responsibilities provided in this Agreement.
 - 2) The subcontractor will agree to abide by the standards contained herein or to provide such information as to allow the Department to comply with these standards.
 - 3) The subcontractor will agree to allow State and federal authorized representatives' access to any records pertinent to its role as a subcontractor of the Department.
 - 4) Upon request, the Department will make available to the State a copy of subcontracts supported with State or federal funds.
 - d. The Department must receive prior written approval from the State to subcontract when any of the following conditions exist:
 - 1) The Department proposes to subcontract to a single entity 50 percent or more of the total State and federal funds made available through this Agreement.

- 2) The Department proposes to subcontract 50 percent or more, or \$50,000, whichever is greater, of the total State and federal funds made available through this Agreement for any Agreement Addendum for any single public health Activity.
 - 3) The Department proposes to subcontract for services in the Women, Infants and Children (WIC) Program.
 - e. The Department shall mail a signed copy of all public health Funding Authorization documents to the DPH Budget Office, 1931 Mail Service Center, Raleigh, NC 27699-1931.
 - f. The Department shall retain a copy of all Funding Authorization documents, the monthly certified electronic printed screen of the Expenditure Reports with any amendments (via the Aid-to-Counties Database), Consolidated Agreement, Agreement Addenda, Agreement Addendum Revisions and other financial records in accordance with the current Records Disposition Schedule for Local Health Departments issued by the North Carolina Department of Cultural Resources and located on their website at: <https://archives.ncdcr.gov/documents/local-health-departments-schedule>
2. Audits/Monitoring:
- a. The Department shall have an annual audit performed in accordance with the Single Audit Act of 1984 (with amendment in 1996) and 2 CFR 200. The audit report shall be submitted to the Local Government Commission (LGC) by the County Administration (if single county health department) or the District Health Department or Public Health Authority (if so organized) within six months following the close of the Agreement. Audit findings referred to the DHHS Internal Audit Office by LGC will be investigated and findings verified by the DHHS Controller's Office staff with assistance of DPH Program Staff.
 - b. The Department, if it is a District Health Department, Public Health Authority, or Hospital Authority, must complete quarterly a Fiscal Monitoring Report and submit it to the Branch Head of DPH, Local Technical Assistance and Training Branch.
3. The Department shall prepare and maintain a Local Appropriations Budget (reflecting the plans to use local appropriations or earned fees) for each Activity covered by this Agreement in a manner consistent with instructions provided in general budgetary guidance from the DPH and the specific guidance from the respective programs and enter that budget information into the Aid-to-Counties Database for each activity funded under this Agreement.
- a. The Department shall prepare budget revisions to their Local Appropriation budgets when appropriations will be increased or decreased and enter that information in the Aid-to-Counties Database.
4. The Department shall observe the following conditions when budgeting and reporting Local Earned Revenues:
- a. Locally appropriated funds may not be withdrawn due to fee collection greater than projected in the budget or due to new grant funding except during the last two months of the fiscal year to allow the county to manage end of year budget close out.
 - b. All earned revenue (officially classified as local funds) must be budgeted and spent in the program that earned it except:
 - 1) Revenue generated by Women's and Children's Health (WCH) Section Programs may be budgeted and expended (consequently reported) in any WCH Section Program activity, unless a specific Agreement Addendum has a more restrictive requirement.
 - 2) Revenue generated by a local clinic or program that has no State-funded Activity budget (no State or federal funds) should be budgeted and associated expenditures reported in a State Program Activity that most closely matches the deliverables of the respective State

program. This process will enable the collection of total expenditures in public health per program.

- c. All fees collected shall be used in the current year or succeeding fiscal years.
- d. Use of program income generated by the expenditure of federal categorical funds will be governed by applicable federal regulations, including, but not limited to, 2 CFR 200.
 - 1) Local Budgets for DHHS Reporting: After preparing Local Budgets, the Department must use the following Allocation/County Lines in the Aid-to-Counties Database to show the approved local funding:
 - a) Line item 101 must be used to budget local appropriations for each program Activity, if applicable.
 - b) Line item 102 must be used to budget Title XIX Medicaid earned revenues for each program Activity, if applicable.
 - c) Line item 103 must be used to budget other earned revenues (e.g., Home Health fees, patient fees [cash], other insurance payments, and other grants and donations) for each program Activity, if applicable.
 - d) Line item 104 must be used to budget Local funding associated with Teen Pregnancy Activities, if applicable.
 - e) Line item ZZZZ must be used to report Temporary Food Establishment (TFE) fees.

Note: The Department shall report Local expenditures in the appropriate category (e.g., 101, 102, 103, 104, or ZZZZ) in the Aid-to-Counties Database.

- e. The Department must use the Aid-to-Counties Database to report the pertinent month's actual expenditures when reporting local expenditures (local appropriations, Medicaid or other earned revenues). An "actual expenditure" is one for which the item has been ordered, received, invoiced and the check has been issued or, if the Agreement Addendum allows for drawing down funds based on number of individuals screened or services provided, it is the actual number screened or served multiplied by the per capita rate specified in the Agreement Addendum. The Expenditure Reports must be submitted monthly in the website format and certified monthly in the website to the DHHS Controller's Office. The Department must use the following Allocation/County Lines in the Aid-to-Counties Database to report the monthly expenditures:
 - 1) Line item 101 must be used to report local appropriations.
 - 2) Line item 102 must be used to report Title XIX (Medicaid) earned revenues.
 - 3) Line item 103 must be used to report other earned revenues.
 - 4) Line item 104 must be used to report local funding for Teen Pregnancy Prevention Initiatives.
 - 5) Line item ZZZZ must be used to report Temporary Food Establishment fees and Limited Food Services Establishment fees collected. Limited Food Services Establishment fees collected on a monthly basis must be reported on ZZZZ lines of Food and Lodging activity number.
- f. A local account shall be maintained for unexpended earned revenues (i.e., Title XIX fees, private insurance or private pay [cash]). Accounts shall be maintained in sufficient detail to identify the program source generating the fees.
- g. The amount of Title XIX fees budgeted and expended in FY 2019-2020 must equal or exceed the amount of Title XIX revenues earned during FY 2017-2018. The State will not approve program activity budgets that do not include an amount of Title XIX fees sufficient to meet the requirements of this section. The State may waive this requirement if the Department provides sufficient justification.

5. For State and federal revenues only, the Department shall submit a monthly report of actual State and federal expenditures to the DHHS Controller's Office in the Aid-to-Counties Database.
- a. Reporting in the Aid-to-Counties Database shall be by line item as referenced in Section C. Fiscal Control, Paragraphs 4.d and 4.e.
 - b. The Department shall submit to the DHHS Controller's Office a monthly Expenditure Report of the pertinent month's actual expenditures for all programs via the Aid-to-Counties Database. The Office of the Controller's Aid-to-Counties Expenditure Control Schedule, published annually in December for the next calendar year, provides the submission dates for these expenditures. This schedule allows the Department at least seven days to enter the pertinent month's expenditures into the Aid-to-Counties Database. Failure to meet the reporting deadline will result in the exclusion of those expenditures for that month. The Department must submit these monthly Expenditure Reports via the Aid-to-Counties Database consecutively throughout the Agreement period.

The health director and the finance officer will approve the monthly Expenditure Report in the Aid-to-Counties Database and the system will alert the staff in the DHHS Controller's Office that expenditures have been approved and certified. The "Certification" verifies that the total State and federal expenditures reported are valid for the pertinent month's actual expenditures. Local expenditures are part of the Expenditure Report, but are not included in the amount verified in the "Certification." Local appropriations must be reported monthly along with the State and federal expenditures. Funding is based on an allocation method, not a contract method, and counties receive reimbursement for services provided during one month in the following month.
 - c. The final Expenditure Report for the SFY, the last service month to be paid in the SFY, will be May services which are reported and paid in June. (Services provided in June and reported in July will be paid out of the next SFY.)
 - d. When Agreement Addenda are supported by federal funding or grants that do not coincide with the State fiscal year, care must be taken to be attentive to the service month and payment months for each grant as well as the ending liquidation date for each grant. Expenditures of federal funds must be reported according to the funding period for a grant. For each grant, the Budgetary Estimate document and the Funding Authorization document will have service and payment month dates listed. Failure to report expenditures after the payment period ends may result in non-payment.
 - e. The Department shall have the opportunity to submit amended expenditure reports in the month following discovery of the error. The Department should not wait to submit all adjustments with the invoice submitted to the Office of the Controller at the end of May as that will not allow sufficient time for verification of the adjustments before the last payment in the State Fiscal Year.
 - 1) In accordance with Paragraph 4.d, above, the Department must keep current on reporting adjustments against federal funds to ensure such adjustments are received in time to be paid within the grant's payment period.
 - 2) The Department shall review their prior reimbursement claims against payments monthly.
 - 3) Amended expenditure reports must be submitted no later than the next reporting date after the grant period ends in order to be paid unless an exception is approved by the DPH Budget Office.
 - 4) Any overpayments identified by either the State or the Department will be adjusted out of the next month's claim for reimbursement by the DHHS Controller's Office or by submitting a check to DHHS for payment if it is the last month of the fiscal year or the federal grant is closed. There is no provision to carry forward funds from one State Fiscal

Year to another; therefore, any adjustment not included in the June payment (or earlier if the grant period expires during the State Fiscal Year) should be paid from local funds.

- f. The Department shall submit requests for reimbursement for training per Section B. Funding Stipulations, Paragraph 8, to the Public Health Nursing and Professional Development Unit. Form 3300 – Public Health Nursing Training Funds must be used as the invoice for payment the course Principles and Practices of Public Health Nursing and Form 3301 Management and Supervision Training Funds Reimbursement Form must be used for invoice payment for the course Management and Supervision.
- g. The Department shall submit requests for reimbursement for training per Section B. Funding Stipulations, Paragraph 14, to the Environmental Health Section. Form DHHS 4125 – Centralized Intern Training Funds Reimbursement Request must be used as the invoice for payment.

D. PERSONNEL POLICIES

1. The Department shall adhere to and fully comply with State and county personnel policies as applicable.
2. Environmental Health Specialists employed by the Department shall be delegated authority by the State to administer and enforce State environmental health rules and laws as directed by the State pursuant to NCGS § 130A-4 Administration. This delegation shall be done according to 15A NCAC 010 .0101 Scope of Delegated Authority.
 - a. The Department is responsible for sending their newly employed environmental health specialists (interns) to centralized intern training within 180 days from date of employment.
 - b. Arrangements for centralized intern training for newly-employed environmental health specialists will be handled by the DPH Education and Training Staff.
 - c. The Department, when contracting with an environmental health specialist (EHS) employed by another entity, shall be responsible for ensuring that all original documents/public records (e.g., permits, inspection reports, correspondence) generated by the contracted EHS be maintained by the Department. All contracts covering this work shall stipulate that the contracted EHS shall be available for consultation with the public concerning work performed under the contract.
3. The Department shall comply with 10A NCAC 46 .0301 Minimum Standard Health Department Staffing, and shall ensure that all nursing staff who provide public health services funded by this Agreement comply with this rule.
4. The Department shall complete the attached State Certifications regarding its compliance with E-Verify, its eligibility status as a contractor, and that its officers have not violated any State or federal Securities Acts.

E. CONFIDENTIALITY

1. All information as to personal facts and circumstances obtained by Department personnel in connection with the provision of services or other activity under this Agreement shall be privileged communication, shall be held confidential, and shall not be divulged without the client's or responsible person's written consent, except as may be otherwise required or allowed by law or regulation. Such information may be disclosed in summary, statistical, or other form which does not directly or indirectly identify particular individuals. Department employees must sign confidentiality pledges documenting the knowledge of, and the agreement to maintain, personal and medical confidentiality.

F. CIVIL RIGHTS

1. The Department shall assure that no person, on the grounds of race, color, age, religion, sex, marital status, immigration status, national origin or otherwise qualified handicapped individual, solely by reason of his or her handicap (unless otherwise medically indicated), be excluded from participation in,

be denied the benefits of, or be subjected to discrimination under any program or activity covered by this Agreement.

2. The Department shall complete the attached Federal Certification regarding Nondiscrimination.
3. The American with Disabilities Act 1990 (ADA) makes it unlawful to discriminate in employment against a qualified individual with a disability and outlaws discrimination against individuals with disabilities in State and local government services and public accommodations. The Department certifies that it and its principals and subcontractors will comply with regulations in ADA Title I (Employment), Title II (Public Services), and Title III (Public Accommodations) in fulfilling the obligations under this Agreement.
4. Provision of Interpreter Services: As required by Title VI of the Civil Rights Act, the Department, because it receives federal funds, must provide interpreter services at no charge to Limited English Proficiency clients in all programs and services offered by the Department.

G. RESPONSIBILITIES OF THE STATE

1. The State shall provide training to the Department, and upon request, consultation will be provided for the Department's response to the Agreement Addenda.
2. The State shall conduct liaison activities with local health departments for general problem solving and technical support.
3. The State shall provide high-level consultation, technical assistance, and advice to local health directors. Broad content areas include, but are not limited to:
 - a. Board Relations
 - b. Management Teams and Staffing
 - c. Policy Development
 - d. Program Planning and Implementation
 - e. Quality and Performance Improvement
 - f. General Administrative Consultation, including consultation and technical assistance in budgeting, fiscal, administrative and management support topic areas.
4. The State shall provide coordination and support for the education and training for the public health workforce.
5. The State shall provide technical assistance and consultant services, as required, for specific health program areas, including providing guidance and consultation about specific patient clinical issues, when requested.
6. The State shall provide course coordination, consultation, and technical assistance on nursing practice and standards, policies and procedures that cross programs.
7. The State shall provide support and consultation to the public health workforce in local health departments, including regional public health consultants who offer technical assistance and training on professional development; program planning, program evaluation and quality assurance; data collection; and community health assessment.
8. The State shall act as the principal liaison between the public health system and the State's Medicaid agency on issues related to Medicaid reimbursed services provided by the State and the Department and shall cooperate with the State Medicaid agency to provide technical assistance, guidance, and consultation to local health programs to ensure compliance with Medicaid policies and procedures.

9. The State shall provide an automated system to collect DPH program-related data from client, service, encounter and other data on behalf of the local health departments and other public health programs. The State shall provide business and technical support for the automated system to the users of this system.
10. The State shall be responsible in its use of data received and reviewed in its role as a public health authority and health oversight agency while respecting the confidentiality and integrity of the data and securing and protecting the privacy of individual client health information (see the Business Associate Addendum to this Consolidated Agreement).
11. The State shall provide to the Department the Budgetary Estimates of Funding Allocations no later than February 14 of each year to use in preparation of their local budget proposals per current General Statute. An exception is the Food & Lodging distributions required by NCGS § 130A-248(d). The State shall provide the Food & Lodging funding allocation on the Distribution Spreadsheet which will accompany the Activity 874 Food & Lodging Agreement Addendum.
12. The Food & Lodging Local Health Department Request for Payment Form (DPH EH 2948) will accompany the Agreement Addendum for Activity 874 Food & Lodging and will be provided to the Department no later than March 30 for the State Fiscal Year in which payment will be made. The State shall disperse Food & Lodging funds to the Department upon receipt of the executed Agreement Addendum and the signed, completed, and approved Food & Lodging Local Health Department Request for Payment Form.
13. The State shall provide a Funding Authorization document to the Department after the receipt of the Certified State Budget.
14. The State shall make funds available to the Department at the beginning of each fiscal year upon receipt of this executed Agreement, and the executed Agreement Addenda. Funds will be dispersed in accordance with the timely submissions of Expenditure Reports. Payment will be made to the Department according to the DHHS Controller's Office Aid-to-Counties Expenditure Control Schedule issued December of each year for the following calendar year.
15. The State shall assist the Department to comply with all applicable laws, regulations, and standards relating to the activities covered in this Agreement.
16. The State reserves the right to conduct reviews, audits, and program monitoring to determine compliance with the terms of this Agreement and its associated Agreement Addenda.
17. For services of the State Laboratory of Public Health ("State Lab"), the State shall:
 - a. Provide free or at-cost mailers that meet the US Postal Service/DOT UN3373 Biologic substance shipping and packaging regulations for samples submitted to the State Lab only, when ordered via the State Lab's web-based mailroom ordering system;
 - b. Assure qualified personnel to process, analyze and report test results;
 - c. Assure that the State Laboratory maintains CLIA certification;
 - d. Submit invoices to the local health departments via electronic means;
 - e. Collect interest (per NCGS § 147-86.23 Interest and penalties) and a 10% late fee as appropriate; and
 - f. Provide a qualified Laboratory Director and a Technical Consultant for local health departments' laboratories participating in the North Carolina State Laboratory of Public Health CLIA Contract Program. Services provided by the oversight of this personnel include training and continuing education, CLIA inspection assistance, proficiency testing and enrollment, competency assessment, and models for laboratory forms, procedures and policies.

H. DISBURSEMENT OF FUNDS

1. The State shall disburse funds to the Department on a monthly basis; monthly disbursements for each program activity will be based on monthly expenditures reported.
2. The State shall disburse Food and Lodging funds in accordance with § .2900 Restaurant and Lodging Fee Collection and Inventory Program, 15A NCAC 18A.2901 Disbursement of Funds, in the month following receipt of the signed, completed, and approved Food & Lodging Local Health Department Request for Payment Form (DPH EH 2948). The exception is that Temporary Food Establishment (TFE) and Limited Food Establishment (LFE) fees MUST be collected by the Department and must be expended to support the food, lodging, and institution sanitation programs and activities. Such fees shall be deemed to have been disbursed to the Department upon their collection and shall be reported in the Aid-to-Counties Database on the ZZZZ line for Activity 874 Food and Lodging.
3. Total payment by program Activity is limited to the total amount listed on the Funding Authorization document and any Funding Authorization revision documents received after the initial notification.
4. Final payments for the State Fiscal Year will be made based on the final monthly Expenditure Report which is due as delineated per the Controller's Office's Aid-to-Counties Payment Schedule.

I. AMENDMENT OF AGREEMENT

1. Amendments, modifications, or waivers of this Agreement may be made at any time by mutual consent of all parties. Amendments shall be in writing and signed by appropriate authorities.

J. PROVISION OF TERMINATION

1. Either party may terminate this Agreement for reasons other than non-compliance upon 60 days written notice. If termination should occur, the Department shall receive payment only for allowable expenditures.
2. The State may withhold payment to the Department until the State can determine whether the Department is entitled to further payment or whether the State is entitled to a refund.

K. COMPLIANCE

1. The State shall respond to non-compliance with all terms of this Agreement as follows:
 - a. Upon determination of non-compliance, the State shall give the Department 60 days written notice to come into compliance. If the deficiency is corrected, the Department shall submit a written report to the State that sets forth the corrective action taken.
 - b. If the above deficiencies should not be corrected to the satisfaction of the State after the 60-day period, disbursement of funds for the particular activity may be temporarily suspended pending negotiation of a plan of corrective action.
 - c. If the deficiency is still not corrected within the next 30 days following temporary suspension of funding, program funds may be permanently suspended until the Department can provide evidence that the deficiencies have been corrected.
 - d. In the event of the Department's non-compliance with clauses of this Agreement, the State may cancel, terminate, or suspend this Agreement in whole or in part and the Department may be declared ineligible for further State contracts or agreements. Such terminations for non-compliance shall not occur until (1) the provisions of Section K.1.a through K.1.c have been followed, documented, and have failed to provide a resolution, and (2) all other reasonable administrative remedies have been exhausted.
2. Monitoring – "Omni-Circular" 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F Audit Requirements requires that pass-through entities monitor the activities of their subcontractors as necessary to ensure that federal awards are used

B15.a When procuring goods and services with federal grant funds, the Department shall apply the most restrictive rule when following federal, state, and local government procurement requirements.

- 5) Section C.4.a - The Department shall observe the following conditions when budgeting and reporting Local Earned Revenues:
 - a. **Locally appropriated funds may not be withdrawn due to fee collection greater than projected in the budget or due to new grant funding except during the last two months of the fiscal year to allow the county to manage end of year budget close out.**
- 6) Section C.4.d.1e has been deleted from list.(deleted reference to line 106.)
- 7) Section C.4.e.4,5- **deleted BIOTERRORISM REFERENCE FROM "4". Added instructions to report fees collected in 5 on ZZZZ lines in the ATC Database.**

If you have questions or concerns, please contact your Administrative Consultant. Thanks for your continued hard work for public health in North Carolina!

cc: Betsey Tilson
Virginia Niehaus
PHNPDU Nursing Consultants
Beth Lovette
Administrative Consultants
Jeneen Preciose
PHMT

All agreements (two originals of each agreement) must be signed and dated and mailed to the Contracts Office no later than **April 15, 2019** (DPH Contracts Office, 1916 Mail Service Center, Raleigh NC 27699-1916). The State Certifications and Federal Certifications each have a choice of checkboxes — please check one box on each of them. The Federal Certifications also requires that you provide an address for where the work is performed (page 27 of the Consolidated Agreement).

If your agency intends to refuse funds for and decline to participate in a specific Activity/AA, the agency's health director must provide a letter to the Contracts Office which states the reason you are declining the specific AA's funds. Do not return that Activity/AA.

No payments will be made for any Activity for the new fiscal year until the signed Consolidated Agreement has been received by the Contracts Office. No payments will be made for any specific Activity for the new fiscal year until the Agreement Addendum for that Activity has been received by the Contracts Office. For those Activities that have negotiable Agreement Addenda, those Agreement Addenda also will need to be signed by the DPH Program before payments will be made for their specific Activities.

Your agency should make one copy of all signed documents prior to returning the originals to the Contracts Office. One original fully executed Consolidated Agreement will be returned to your agency after final signatures are obtained. Your agency will also receive original fully executed Agreement Addenda for those Activities which require negotiation between your agency and the respective Branches.

Please read the Consolidated Agreement carefully and review the list below of changes from last year. Remember that the reporting of Local Appropriations by Program/Activity is still necessary in the Aid-to-Counties database. (This is referenced in the Consolidated Agreement under Section C, Paragraphs 3, 4, and 5.)

Summary of Changes to the FY 2019-2020 Consolidated Agreement (CA). Changes are bolded.

- 1) **Section A.8-** The Department shall provide to the State a copy of any rules adopted, **amended or rescinded by the Local Board of Health pursuant to NCGS § 130A-39 Powers and duties of a local board of health and Public Health Ordinances adopted by the County Commissioners, within 30 days of adoption or rescission.**
- 2) **Section A.21-technical correction due to department name change.**
The Department shall retain financial and program records including electronic records in accordance with the **North Carolina Department of Natural and Cultural Resource's Local Government Schedules records retention policy and in accordance with the retention of those records as described in Section C.1.f.**
- 3) **Section B.7.d- additional requirement**
All Department fees, **including environmental health fees** should be reviewed annually in accordance with the North Carolina Local Health Department Accreditation Board guidance.
- 4) **Section B.15- The Department shall comply with the federal Uniform Guidance, codified at 2 C.F.R. Part 200, when utilizing federal grant funds.**

ATTACHMENT A

A. Discontinuance of the OBCM or CC4C Program

The Division of Public Health (DPH) is responsible for assuring the Statewide provision of Pregnancy Care Management (OBCM) and Care Coordination for Children (CC4C) services. DPH considers this a core public health service and prefers that each local health department continues to provide it. Every resource including technical assistance from the regional consultants and Women's and Children's Health (WCH) Section should be used to resolve issues to prevent discontinuation of services.

In the event that the Department decides it can no longer fulfill this obligation, the Department shall:

1. Notify the DPH Director in writing of the Department's intention to discontinue the service 90 days in advance of any planned action.
2. Cooperate with the DPH Director's office in developing a joint plan for transition that will include the appropriate local partners.
3. Prepare a joint letter co-signed by the DPH Director and the Department's Health Director outlining the agreed upon terms for the transition.
4. Submit an Assurance Plan as outlined in Section B to the DPH Director's Office that includes a copy of any proposed subcontracts. This plan must be approved by the DPH prior to execution of the pilot model period.
5. Upon approval of the pilot model, the Department shall submit monthly reports to DPH that includes program activity updates and service data. Reports shall reflect reporting requirements in network contracts for the Medicaid population and in Agreement Addenda for the non-Medicaid population, including the monthly status reports from the service provider.
6. Notify DPH 90 days before the scheduled end of the pilot period regarding the Department's desire to continue the program past the pilot phase. DPH will review the progress of the pilot and determine whether it is in the best interest of the DPH to renew the pilot and report back to the Department 30 days before the scheduled end of the pilot period.

Discontinuance of OBCM or CC4C without an approved transition plan may result in the withholding of all funds from the Department at the discretion of the DPH Director.

B. Assurance Plan Requirements for OBCM or CC4C

If the approved transition results in the Department moving to an assurance model for OBCM, CC4C or both to another service provider for a pilot period of up to one year, the Department shall:

1. Monitor and evaluate the service provider quarterly based on the agreements outlined in the transition plan assurances model.
2. Provide monthly status reports on the implementation of the pilot model inclusive of all components of this Section B: Assurance Plan Requirements for OBCM or CC4C, with both Medicaid and non-Medicaid clients in the report. These reports are to be delivered to the OBCM and CC4C regional consultants and the respective program managers.
3. Conduct quarterly meetings with Executive Level County Health Department and Network representatives to review OBCM and CC4C services. Provide meeting dates, agendas, and names of the meeting attendees to the OBCM and CC4C regional consultants.
4. Assure that the service provider includes a copy of the county's monthly program activity and service level data to the Department's Health Director on a monthly basis.
5. Provide a clear and comprehensive description of the entire care and case management system including:
 - a. A description of services for both the Medicaid and non-Medicaid children and Medicaid women (and also non-Medicaid women, if appropriate). Include a statement of how the county will

for authorized purposes in compliance with laws, regulations and the provision of contracts or grant agreements and that performance goals are achieved.

North Carolina establishes related monitoring requirements for State funds received by subrecipients in NCGS § 143C-6-23 State grant funds: administration; oversight and reporting requirements. Also, the State must perform monitoring as required in the DHHS Policy and Procedure Manual entitled *Monitoring of Programs* dated August 1, 2002 and its DPH Subrecipient Monitoring Plan dated October 2016.

Additionally, the Department is required under 2 CFR, Part 200 Subpart F, NCGS § 143C-6-23, and NCGS § 159-34 Annual independent audit; rules and regulations, to perform monitoring of its subrecipients and to maintain records to support such monitoring activities and results. Accordingly, the Department shall participate fully in monitoring by the State and shall appropriately monitor its subrecipients to the extent necessary based on the assessed level of risk.

All other terms and conditions as set forth in the original Consolidated Agreement shall remain in effect for the duration of this Agreement.

In witness whereof, the **Department** and the **State** have executed this Amendment in duplicate originals, one of which is to be retained by each of the parties.

Henderson County Department of Public Health

North Carolina Department of Health and Human Services, Division of Public Health

Health or Human Services Director _____ Date _____
Samantha Reynolds 4/2/2019
Finance Officer _____ Date _____

Division Director _____ Date _____

Date _____

County Official _____ Date _____
(when locally required)

- address Agreement Addendum (AA) deliverables for the OBCM and CC4C programs and provide oversight through Executive Leadership to assure that AA deliverables are met for both programs. The Agreement Addenda for Activity 101 Maternal Health and Activity 318 Care Coordination for Children programs will be revised to reference this effort as a one-year pilot;
- b. A statement on how the county service system components interact;
 - c. The staffing plan;
 - d. Outreach strategies;
 - e. A description of the client triage model for early childhood and maternal health programs and services for the county;
 - f. A description of the referral system both to and from the care management systems. Develop criteria for referral of all first-time mothers to the women's and children's home visiting programs. Those not eligible for the women's and children's home visiting programs or for those who decline the services will be referred to OBCM. The plan should include a process to follow-up on referrals to assure they were successfully completed and the referral outcomes;
 - g. Follow-up strategies;
 - h. Accountability and monitoring plans that cover Department responsibility for all of the Title V components including non-Medicaid care management services and school nurses;
 - i. A description detailing the overall goals and strategies of the Department's plan to develop a unique continuum of care for these populations. This should include school nurses, case management for the non-Medicaid eligible children, Nurse-Family Partnership, and other pertinent women's and children's services in the county;
 - j. A statement on how the Department will maintain a clear audit trail for the various components of the system.
6. Describe the program monitoring process including the procedure for corrective action plans in the event they are warranted. The program monitoring process should also include analysis of county program activity reports and outcomes indicative of clients' successes based on the program evaluation criteria.
 7. Provide a statement on how the Department will coordinate and transition clients in collaboration with school nurses as an extension of OBCM/CC4C/CCNC (Community Care of North Carolina) care coordination in the school setting. If so, include information about the involvement of school nurse consultants in the planning process, prior to implementing the case management system in the county schools.
 8. Ensure that the service provider's CC4C coordinators complete the Life Skills Progression (LSP) assessment and focus on children with toxic stress. A strong concern is that the typical medical model of CCNC care management is very different than the medical and socioeconomic model used in public health. One of the values of the CC4C model is the additional focus on prevention and health promotion. The LSP is a tool that allows CC4C to assess, intervene and track progress of a family toward self-reliance and self-sufficiency. The CC4C goal is not just to make a referral to community resources, but to teach a family how to identify and access resources themselves—to act as their own advocates and prompters in seeking out resources, to understand the value of Medical Home and regular preventive care for their child, and to actively participate in their child's health and development. The Department shall ensure that the service provider's CC4C coordinators describe how this focus has been maintained.
 9. Describe the payment mechanism. While this is classically a subcontract relationship, DPH recognizes there are practical concerns in shifting funds back and forth between the health department and the network. Provide a detailed accounting for expenditures of DPH funds to support services for both Medicaid and non-Medicaid clients.

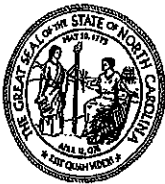
ATTACHMENT B

Maintenance of Effort Schedule-local health departments

Citation: 130A-4.1; Consolidated Agreement clause A.20.

Local Health Department	MOE Baseline 1985	Updated Baseline CPI * 2019-20	Local Health Department	MOE Baseline 1985	Updated Baseline CPI * 2019-20
Alamance	215,751	517,158	Jackson	11,822	28,338
Albemarle District	51,320	123,015	Johnston	196,475	470,953
Alexander	33,308	79,840	Jones	22,851	54,774
Anson	27,096	64,950	Lee	57,470	137,756
Appalachian District	56,663	135,822	Lenoir	120,667	289,241
Beaufort	63,029	151,081	Lincoln	78,475	188,106
Bladen	19,564	46,895	Macon	27,277	65,383
Brunswick	122,285	293,119	Madison	55,718	133,557
Buncombe	166,104	398,154	MTW District	97,748	234,303
Burke	83,689	200,604	Mecklenburg	375,712	900,587
Cabarrus	250,406	600,227	Montgomery	24,389	58,461
Caldwell	59,226	141,966	Moore	36,243	86,875
Carteret	16,843	40,373	Nash	124,412	298,217
Caswell	31,809	76,247	New Hanover	128,664	308,409
Catawba	127,542	305,720	Northampton	71,678	171,813
Chatham	50,121	120,141	Onslow	63,147	151,364
Cherokee	11,705	28,057	Orange	258,834	620,429
Clay	1,580	3,787	Pamlico	11,162	26,755
Cleveland	243,917	584,673	Pender	0	0
Columbus	85,858	205,803	Person	42,878	102,779
Craven	113,647	272,413	Pitt	164,404	394,079
Cumberland	458,294	1,098,537	Randolph	81,302	194,882
Dare	22,597	54,165	Richmond	50,348	120,685
Davidson	100,199	240,178	Robeson	225,422	540,340
Davie	38,546	92,395	Rockingham	157,370	377,218
Duplin	84,922	203,559	Rowan	178,268	427,311
Durham	439,506	1,053,502	RPM District	48,315	115,812
Edgecombe	157,941	378,587	Sampson	37,229	89,238
Forsyth	508,138	1,218,014	Scotland	12,388	29,694
Franklin	65,012	155,835	Stanly	23,625	56,629
Gaston	342,765	821,613	Stokes	41,687	99,924
Graham	3,949	9,466	Surry	49,658	119,031
Granville-Vance	170,160	407,876	Swain	10,674	25,586
Greene	78,527	188,230	Toe River District	49,658	119,031
Guilford	1,605,509	3,848,428	Transylvania	66,417	159,202
Halifax	118,024	282,905	Union	25,573	61,299
Harnett	69,651	166,954	Wake	758,321	1,817,706
Haywood	82,684	198,195	Warren	8,551	20,497
Henderson	109,750	263,072	Wayne	271,847	651,621
Hoke	25,698	61,598	Wilkes	73,909	177,161
Hyde	12,355	29,615	Wilson	59,617	142,903
Iredell	36,698	87,966	Yadkin	20,687	49,587
			TOTAL:	\$10,583,276	\$25,368,273

Notes: * Adjusted for inflation, January 1985 through October 2018, based upon changes in Consumer Price Index (CPI). Adjustment factor equals 239.7%. Reference for calculating CPI changes: https://www.bls.gov/data/inflation_calculator.htm



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor
MANDY COHEN, MD, MPH • Secretary
BETH LOVETTE, MPH, BSN, RN • Acting Director
Division of Public Health

MEMORANDUM

TO: Local Health Directors

FROM: Phyllis M. Rocco, MPH, BSN, RN
Head, Local Technical Assistance and Training Branch

DATE: February 6, 2019

SUBJECT: Consolidated Agreement and Related Materials for Fiscal Year 2019-2020

Enclosed you will find the following for the upcoming fiscal year:

- Consolidated Agreement
 - Attachment A — Regarding any discontinuance of either the OBCM or CC4C Program
 - Attachment B — Maintenance of Effort (MOE) Schedule (updated through 2017)
 - Attachment C — Public Health Nurse Training Funds Reimbursement Request form
 - Attachment D — Management and Supervision Training Funds Reimbursement Request form
 - Attachment E — Centralized Intern Training Funds Reimbursement Request form (REVISED FORMAT)
- Business Associate (BA) Addendum (re: HIPAA compliance)-Specifically defines whom within the NC Department of Health and Human Services, Division of Public Health, Administrative, Local, Community Support Section is considered collectively as the "Parties" in the BA Addendum.
- State Certifications-listings and websites updated
- Federal Certifications
 - Nondiscrimination
 - Drug-Free Workplace Requirements
 - Environmental Tobacco Smoke
 - Debarment, Suspension, Ineligibility and Voluntary Exclusion
 - Lobbying
- Agreement Addenda (AA)

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF PUBLIC HEALTH

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RESOLUTION APPOINTING PLAT REVIEW OFFICERS

WHEREAS, pursuant to N.C. Gen. Stat. §47-30.2 the Henderson County Board of Commissioners has from time to time since September 17, 1997, adopted resolutions appointing one or more named persons experienced in mapping or land records management as Review Officers, with the same being recorded in the Office of the Register of Deeds for Henderson County;

WHEREAS, the Henderson County board of Commissioners desires to update, revise and restate the persons named as Review Officers;

WHEREAS, pursuant to NCGS 47-30.2, said revision must be made by resolutions of the Board of Commissioners with said resolution being recorded in the Office of the Register of Deeds for Henderson County;

NOW THEREFORE, BE IT RESOLVED by the Henderson County Board of Commissioners as follows:

1. That the following persons are experienced in mapping and/or land records management, and pursuant to NCGS 47-30.2, have been and are hereby appointed as Review Officers in Henderson County:

Sean Allison	Sharon McCall
Tina Ball	Janna Peterson
Pamela Carver	Autumn Radcliff
Mathew Champion	Eric Warren

2. That the above named persons, as Review Officers, shall comply with all statutory requirements and shall follow all procedures, statutorily prescribed and as prescribed N.C. Gen. Stat. §47-30.2 and that Resolution adopted September 17, 1997;
3. That the above list of Review Officers is a complete and inclusive list of Review Officers for Henderson County. This list replaces previous lists of review officers in the Resolutions made in September 1997, May 2007, June 2007, April 20, 2011, September 19, 2012, February 3, 2014, July 16, 2014, October 21, 2015, June 5, 2017, March 21, 2018, May 16, 2018, and December 3, 2018. Former Review Officers not listed above are no longer permitted to be Review Officers in Henderson County.
4. That the Resolution adopted September 17, 1997 will continue in effect except as modified by this Resolution;
5. That this Resolution shall be recorded in the Office of the Register of Deeds for Henderson County as soon as practicable after its adoption.

THIS the 1st day of April 2019.

HENDERSON COUNTY BOARD OF COMMISSIONERS

BY: [Signature]

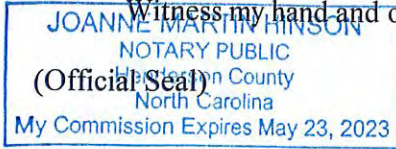
ATTEST:

[Signature]
Teresa L. Wilson, Clerk to the Board [COUNTY SEAL]

STATE OF NORTH CAROLINA
COUNTY OF HENDERSON COUNTY

I, Joanne Martin Hinson, a Notary Public for said County and State, do hereby certify that Teresa L. Wilson personally appeared before me this day and acknowledged that she is the Clerk for the Board of Commissioners.

Witness my hand and official seal, this the 1st of April, 2019.



Joanne Martin Hinson
Notary Public

My Commission Expires May 23, 2023
