



# MINUTES

September 25, 2024

SECOND MONTHLY MEETING OF THE CITY COUNCIL  
CITY OPERATIONS CENTER | 305 WILLIAMS ST. | 4:00 p.m.

Present: Mayor Pro Tem Lyndsey Simpson and Council Members: Jennifer Hensley and Melinda Lowrance

Late Arrival: Mayor Barbara Volk arrived at 4:20 p.m.  
Council Member Jeff Miller arrived at 4:19 p.m.

Staff Present: City Manager John Connet, Assistant City Manager Brian Pahle, City Clerk Jill Murray, City Attorney Angela Beeker, Communications Manager Allison Justus, Budget & Evaluation Director Adam Murr, and others.

## 1. CALL TO ORDER

*Mayor Pro Tem Lyndsey Simpson called the meeting to order at 4:05 p.m. and welcomed those in attendance. A quorum was established with all members in attendance.*

## 2. CONSIDERATION OF AGENDA

*Mayor Pro Tem asked to add City Manager Updates as item 4E to the agenda. Council Member Melinda Lowrance moved that City Council approve the agenda as amended. A unanimous vote of the Council followed. Motion carried.*

## 3. CONSENT AGENDA

*Council Member Melinda Lowrance moved that City Council approve the consent agenda as presented. A unanimous vote of the Council followed. Motion carried.*

- A. Resolution to Apply for Funding for the Sewer Collection System Asset Inventory Assessment Master Plan Update – *Adam Steurer, Utilities Director*

### RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO APPLY FOR FUNDING FOR THE SEWER COLLECTION SYSTEM ASSET INVENTORY ASSESSMENT MASTER PLAN UPDATE

**WHEREAS**, the North Carolina Department of Environmental Quality Division of Water Infrastructure administers a funding program for investment in drinking water, wastewater, and stormwater systems; and

**WHEREAS**, The City of Hendersonville has need for and intends to conduct a study in a project described as the sewer collection system asset inventory and assessment master plan update; and

**WHEREAS**, The City of Hendersonville intends to request State loan and/or grant assistance for the project; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Hendersonville, North Carolina that:

1. That City of Hendersonville, the Applicant, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.
2. That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.
3. That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.
4. That the governing body of the Applicant agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Hendersonville to make scheduled repayment of the loan, to withhold from the City of Hendersonville any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.
5. That Adam Steurer, Utilities Director, the Authorized Official, and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

6. That the Authorized Official, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
7. That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 25<sup>th</sup> day of September, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

**B. Utility Extension Agreement for Apple Ridge Development – *Brendan Shanahan, Project Division Manager***

Resolution #R-24-93

**RESOLUTION BY THE CITY OF HENDERSONVILLE CITY COUNCIL TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A UTILITY EXTENSION AGREEMENT WITH HOUSING ASSISTANCE CORPORATION FOR THE APPLE RIDGE DEVELOPMENT**

**WHEREAS**, the City of Hendersonville owns, operates and maintains a water and sewer system to serve customers throughout Henderson County; and

**WHEREAS**, residential, commercial, and industrial developments often require public water service as a part of their development projects; and

**WHEREAS**, the Housing Assistance Corporation (“HAC”) is constructing water and sewer infrastructure (the “New Infrastructure”) to serve Apple Ridge Development, a development that will provide affordable housing to low to moderate income households;

**WHEREAS**, upon completion and acceptance, the New Infrastructure will be conveyed to the City to own, operate, and maintain, and to become a part of the water and sewer system of the City in exchange for a payment by the City of \$800,000; and

**WHEREAS**, the City requires a Utility Extension Agreement to be executed to establish requirements of both the HAC and the City for the construction and conveyance of the New Infrastructure to the City; and

**WHEREAS**, a draft Utility Extension Agreement has been prepared for consideration by the City Council

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Hendersonville, North Carolina that:

1. The Utility Extension Agreement with “HAC” is approved as presented.
2. Payment of the sum of \$800,000 for the conveyance of the New Infrastructure is approved.
3. City Manager is authorized to execute the Utility Extension Agreement, and to approve and execute amendments to the Utility Extension Agreement in the future provided such amendments do not impose a new financial obligation upon the City beyond that approved by this Resolution.
4. City Manager is authorized to acquire easements, rights-of-way, and other interests in real property consistent with the terms of the Utility Extension Agreement, provided that such acquisition does not impose a financial obligation upon the City beyond that approved by this Resolution.

Adopted by the City Council of the City of Hendersonville, North Carolina on this 25<sup>th</sup> day of September, 2024.

Barbara G. Volk, Mayor

Attest: /s/Jill Murray, City Clerk

Approved as to form: /s/Angela S. Beeker, City Attorney

**4. PRESENTATIONS**

**A. Dogwood Grant Proposal – *John Connet, City Manager***

Assistant City Manager Brian Pahle presented a proposal for the utilization of the Dogwood Health Funds previously allocated for the Connections Center. Any allocation of funds will have to be approved by the Dogwood Health Trust. A revised grant application will be submitted if the City Council accepts the proposal.

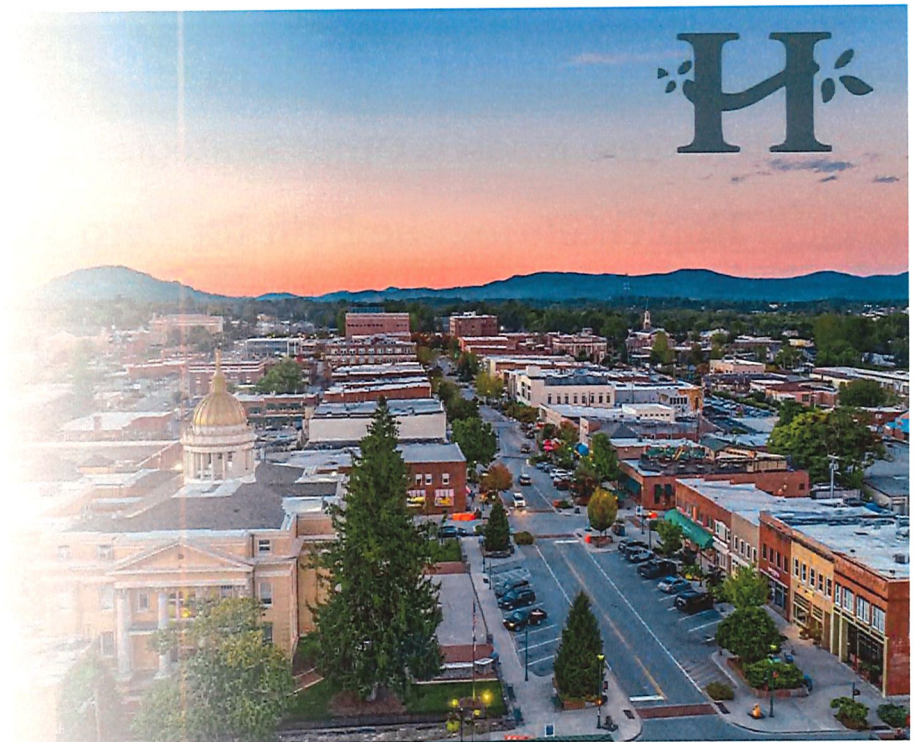


# Unhoused and Housing Initiatives

Update – Dogwood Grant

City of Hendersonville

September 25, 2024



## WORKSHOP OBJECTIVES

**01**

Review and update the City’s approach to the unhoused population and housing opportunities.

**02**

Introduce an updated proposal for the Dogwood Grant Funds (current funding).

## STRATEGIC PLAN – OUR GUIDE

Strategic Plan Impacts – Goals **PS, HP, and GCC**

- **25.PS.a – Enhance Downtown Safety Program**
- **25.PS.b – Explore Social Worker Co-Responder Models and Crisis Response**
- **25.PS.e – Expand Code Enforcement Capacity**
- **25.PS.f – Create Vacant Property Registry**
- **24.HP.a – Complete Strategic Housing Plan**
- **24.HP.c – More Affordable Housing**
- **24.HP.d – Workforce Housing**
- **25.GCC.i – Start Unified Development Ordinance Update**



# INTERN PRESENTATION – OUR RESEARCH

## Built for Zero Model & Other Strategies

### Implementing the Built for Zero Model in Hendersonville



#### Create a Unified Team

- Leverage the Unhoused Resource Network to form a multi-agency team headed by the social worker
- Align stakeholders under the clear, measurable goal of functional zero
- Coordinate with the Region 2 Continuum of Care



#### Calibrate Policies Using Data

- Use GIS data from the Unhoused Data Gathering Initiative to fine tune city policy
- Identify hotspots and patterns to inform policy adjustment
- Address racial inequities by highlighting disproportionately affected areas



#### Promote Comprehensive Case Management

- Provide the social worker with access to user-friendly case management software
- Develop client files with detailed individual data
- Collaborate with local providers to provide wraparound services



#### Targeted Housing Solutions

- Council designates itself as a housing authority
  - Gain control over affordable housing projects
  - Leverage existing partnerships and best practices from successful models like Chapel Hill
- Implement a Vacant Housing Receivership Program
  - Utilize legal frameworks to rehabilitate vacant properties to increase affordable housing



# CURRENT FUNDING – OUR APPROACH

## Funding Sources

### Dogwood Housing = \$1.5m

- \$1m – Housing and Land (infrastructure support)
- \$300k – Mental and Substance Abuse Support Programming
- \$200k – Crisis Intervention & Housing Navigator Services

### ARPA for Public Safety = \$680k

- \$284k – DT Police Officer (3 Years)
- \$236k – Zoning Officer (3 Years)
- \$150k – DT Safety Infrastructure

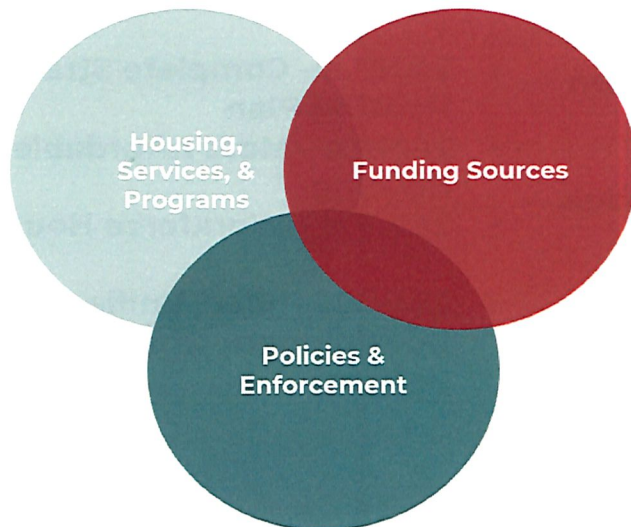
### Dogwood Housing Plan = \$100k

- \$25k – Shane Phillips, Field Trip, Marketing, Logistics
- \$66k – DFI Housing Inventory
- \$25k – Facilitation Services



# FUTURE NEEDS – OUR PLAN

## Multi-Faceted Approach



**Do not bear the burden of attempting to solve everything**

–

The City deals with many wicked issues that do not have easy answers or solutions. With most (if not all) of these issues, the City will play an important role in developing solutions. However, in many cases, City Council and staff are simply one piece of the solution.



*Council Member Jennifer Hensley moved that the City Council proceed with the development of a revised grant application based on the direction provided by the City Council at tonight's meeting.*

**B. Proposed Revisions to Parks Master Plan – John Connet, City Manager**

City Manager John Connet explained that the Parks Master Plan has been on our website and available for public comment to the public, as well as, City Council and we will be submitting that back to our consultant to make the changes and it will come back for approval at your October meeting. A couple of the most significant things. There is specific discussion in the plan as it relates to green gentrification and I just wanted to clarify that the Council and the City is very much aware of the concerns regarding green gentrification and gentrification in general. It's been Council's direction to move forward with the programs such as our Strategic Housing Program and also to be mindful that improved parks is a positive thing for everybody. Good quality of life supports all citizens within our community and that's what this plan is about. Improving quality of life for all of our citizens. So, council is giving staff the direction for this plan to continue to focus on good quality of life in parks and all areas of our community, provide access to greenspace and amenities, regardless of location and socioeconomic background. The second component is that you have to look at all of the work that City Council has asked us to do including the Strategic Housing Plan and the Minimum Housing Code to focus on an overall healthy community so I wanted to make sure that's clear. Also, we want the plan to be something that the entire community can support and the one significant change is going to be Chapter 5 which is currently titled "Equity". We know some of our community, the members don't support the term "Equity", however, the purpose of that section is really about providing good quality parks in all areas of the community so we are going to retitle that particular section as "Inclusion" because that's really what we're talking about including all of our citizens in our parks. We didn't want one word to distract from what the purpose of the parks and recreation plan is and what it's about. Quality of life and providing good parks for our citizens. I just wanted to be transparent about that so if people are reviewing then revised plan that will be on your agenda, those are really the significant changes.

**C. Oakdale Cemetery Columbarium Plan Presentation – Tom Wooten, Public Works Superintendent and Mark Stierwalt, Public Works Superintendent**

Mark Stierwalt, Superintendent of Public Works gave a PowerPoint presentation that explained that we are about full in our cemeteries' and need to come up with a plan.

# Oakdale Cemetery Columbarium

How to proceed?

## Annual Costs

- Lawn Care \$20K
- Tree Work \$2-10K
- 2hrs of Staff time per burial
- Two Buildings to maintain. \$1K

## Additional Costs

- Major Tree work
- Roads need to be repaved every 25 years
- Repairing/maintaining/straightening abandoned headstones \$?
- Mausoleum

## Upcoming Projects

- Renovate the historical roundhouse. Estimated \$30K
- Repave Roads
- Renovate Mausoleum - Estimated \$30K
- Educational Kiosk - \$10-20K

## Case for a Columbarium

There is no exit strategy.

We will run out of lots and our primary funding source for maintenance.

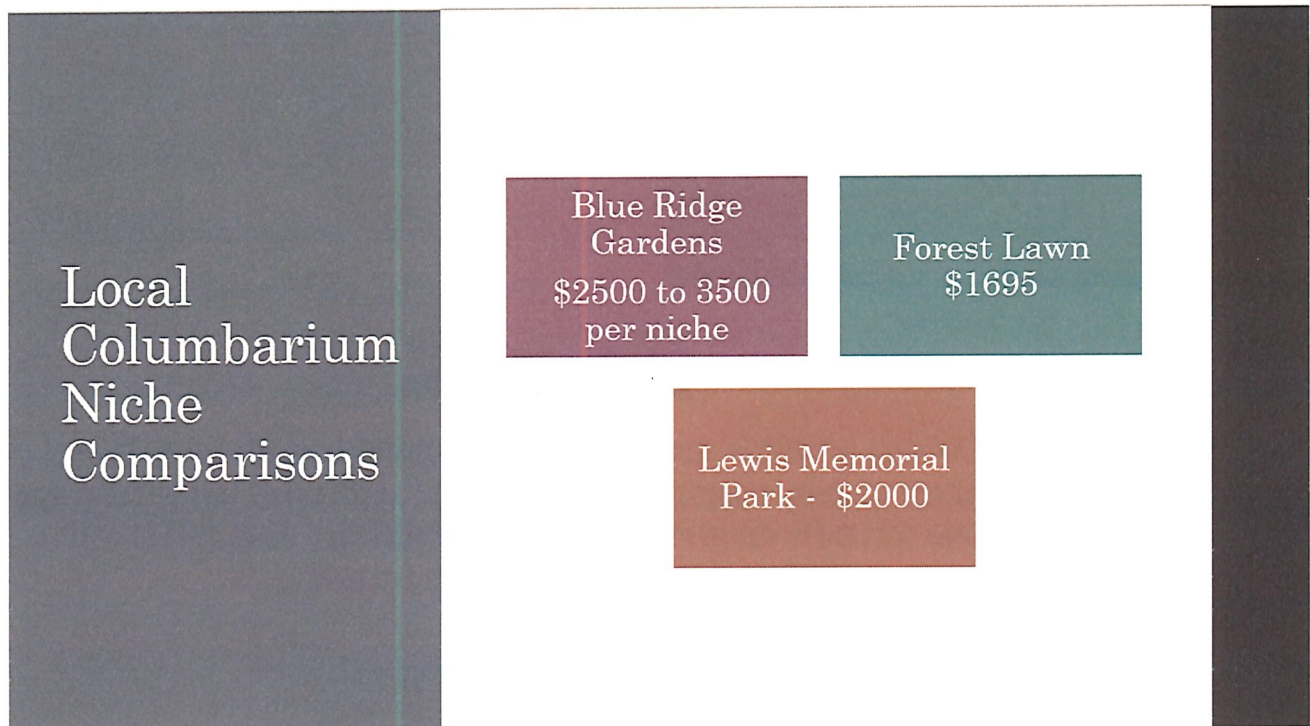
Perpetual care means forever.

## How much Space is left?

- 300~ lots Available in Section Q
- 22 Spaces in the Mausoleum
- Some lots are by regulation "abandoned".
- North Side has sporadic spacing. We don't know how many without an investigation.

# Local Cemetery Pricing

- Forest Lawn \$1925 & \$2495 perpetual care
- Blue Ridge Gardens in Pisgah Forest \$1850 - \$2150
- Riverside in Asheville \$1625 or \$1300 for City residents
- Pollack Memorial in Asheville \$2000
- Woodland Memorial in Greenville SC range from \$4000-\$8000
- Average cost is \$1906.00 - \$2503.00



## Recommendations

**Preparing for the long haul.**

Proposed rates:

- \$1600 per lot for city residents
- \$2000 per lot for all others
- \$5000 for mausoleums spaces

Start a fund to cover maintenance. Interest would cover/offset lawncare and maintenance in perpetuity.



## *Cremation vs. Burial* **60.5% vs 34.5%**

NFDA's 2023 cremation and burial report, the 2023 cremation rate is projected to be 60.5% and the burial rate is projected to be 34.5%.

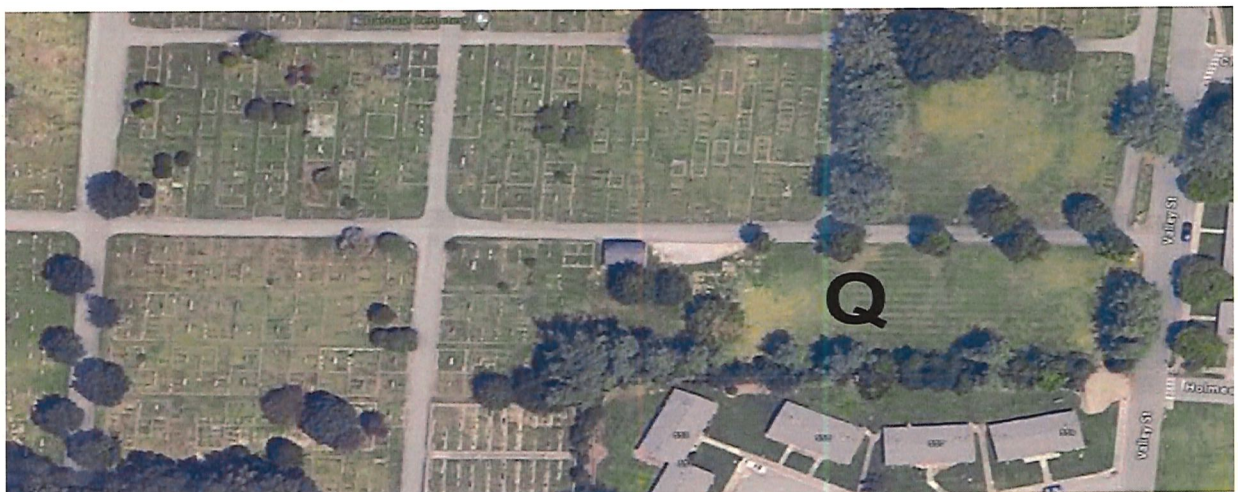


## **31.7%**

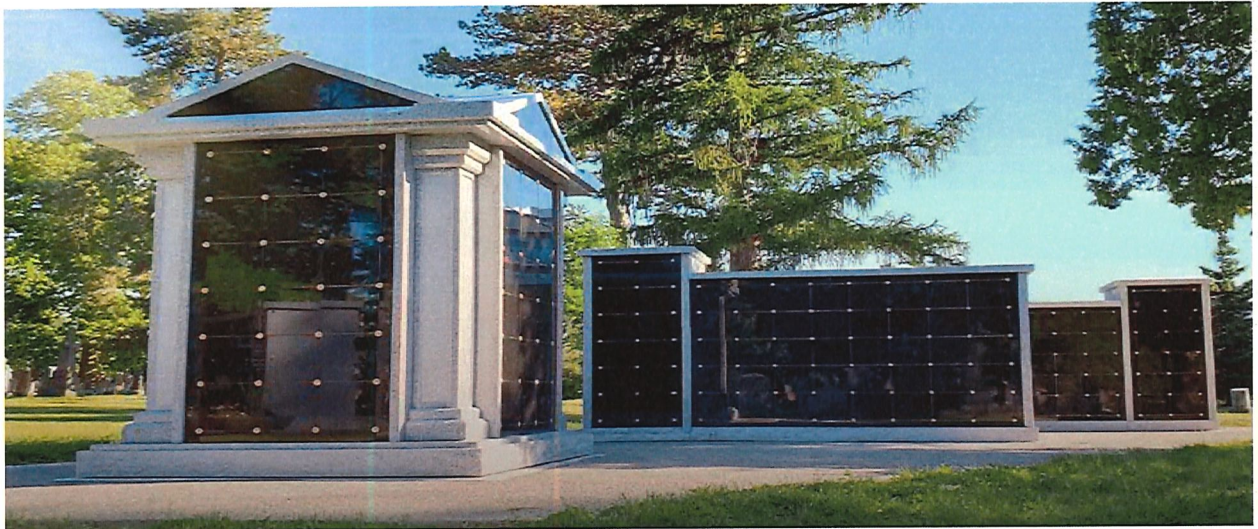
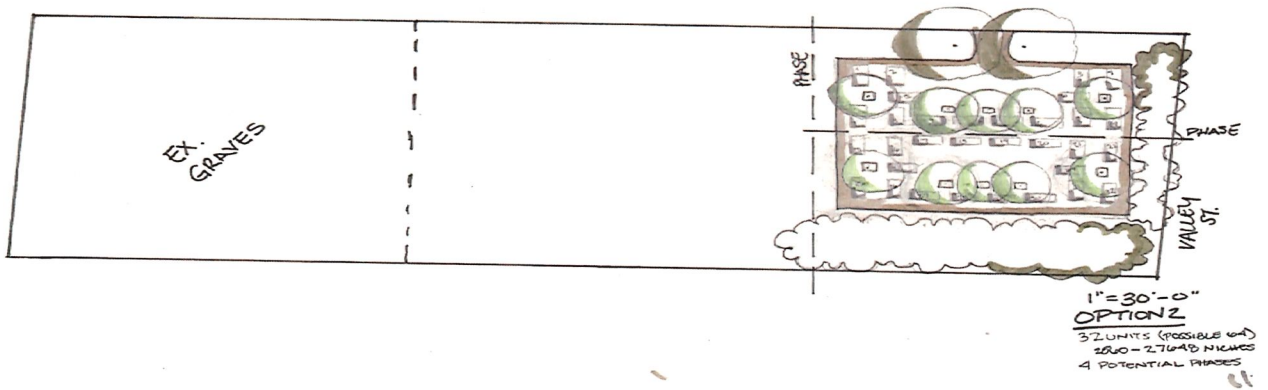
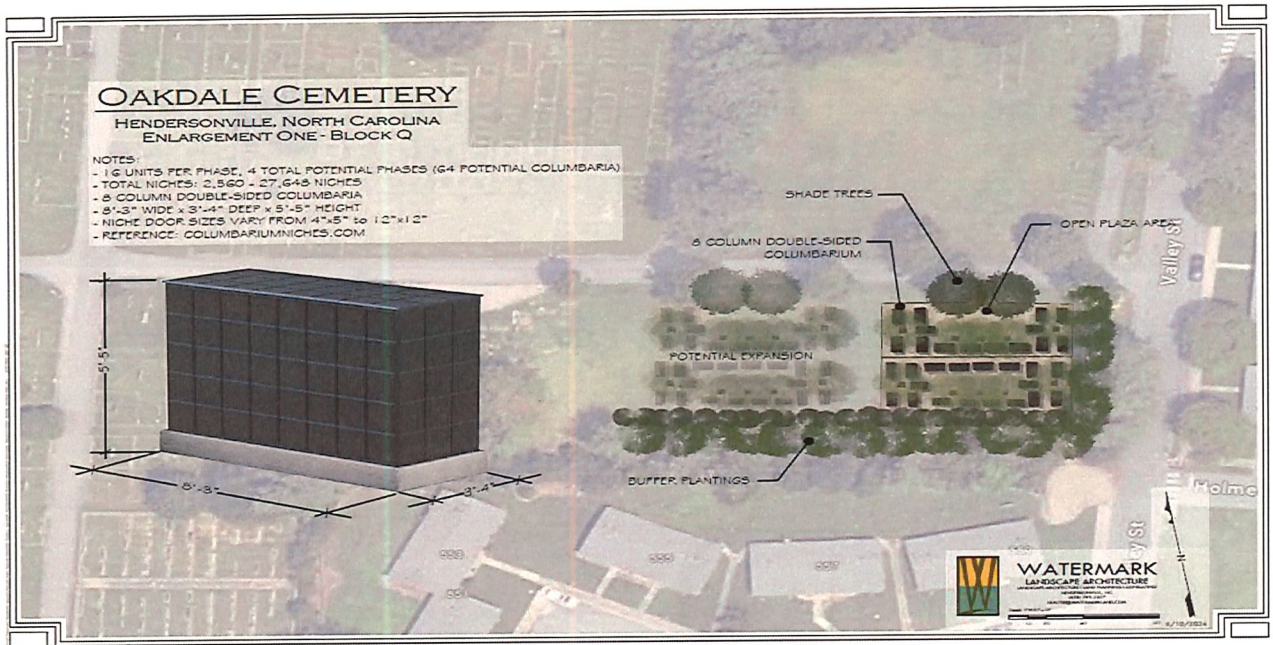
NFDA's 2023 consumer awareness and preferences report, 31.7% would prefer to have their cremated remains buried or interred in a cemetery



## Section Q







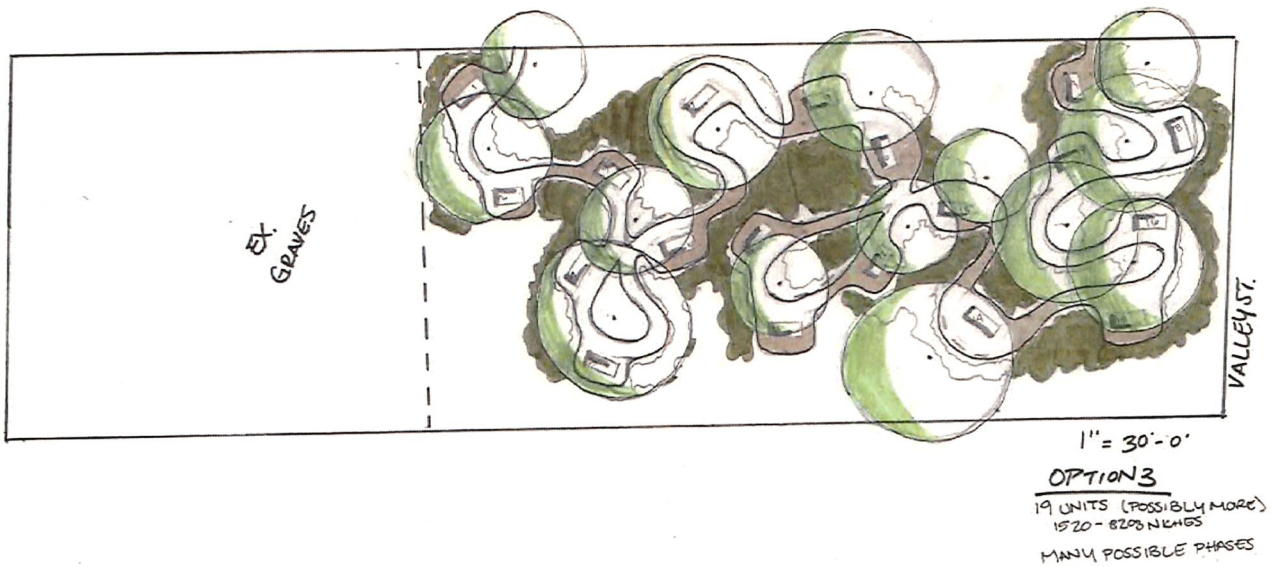
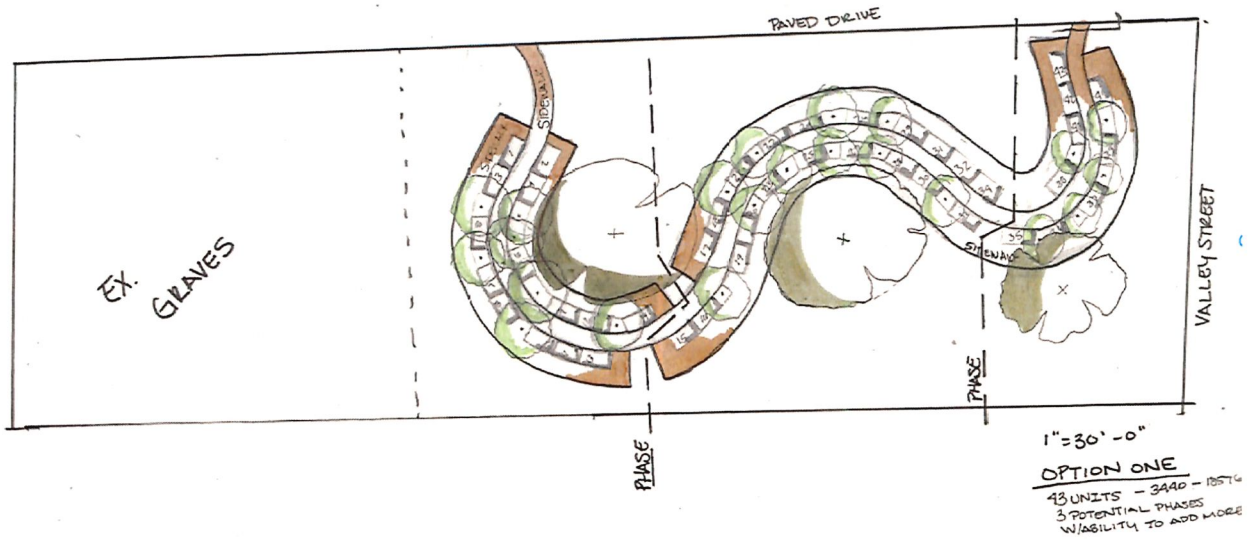
### Question #1

Does staff proceed with a full scale design and construction plans?

### Question #2

If the cemetery has currently has 300 graves available, when and how do we transition away from graves?

- Do we pick a date to stop sales?
- Or pick a point on the ground and we sell up to that point?



**D. 7<sup>th</sup> Avenue Streetscape Update** – *Brendan Shanahan, City Engineer*

City Engineer Brendan Shanahan gave the following PowerPoint presentation giving an update on the 7<sup>th</sup> Avenue Streetscape.



The slide has a red mosaic background. In the top left corner is a small version of the 7th Avenue District logo. The title 'Project Scope' is in white. Below the title is a bulleted list of project goals:

- Wider sidewalk design.
- Narrower travel lanes.
- Addition of amenities (trees, street lamps, landscaping, etc.).
- Replacement of utilities (water, sewer).
- Innovative stormwater treatments.
- Addition of brick crosswalks, accessible ramps.

The slide has a red mosaic background. In the top left corner is a small version of the 7th Avenue District logo. The title 'There have been challenges...' is in white. Below the title is a bulleted list of project difficulties:

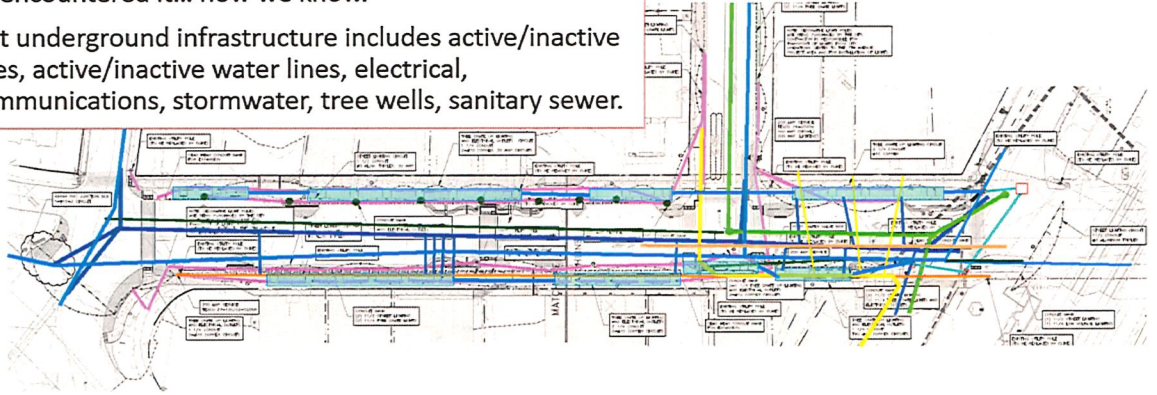
- Road closures have been in place for 8 months.
  - Resulting in detours and reduced parking
- Excavation yield surprises.
  - Unexpected conflicts, requiring change of grade/alignment.
  - Unknown utilities uncovered or severed by excavation.
  - Significant below ground soil cell work.
- Overhead utilities require extensive schedule coordination between other utilities (power, telecom) and GC, subs.
- We appreciate that the stakeholders have handled the challenges with grace and agility.
- We all have the same goal: This project must be an unmitigated success for the community.



# There have been challenges...

We've encountered it... now we know.

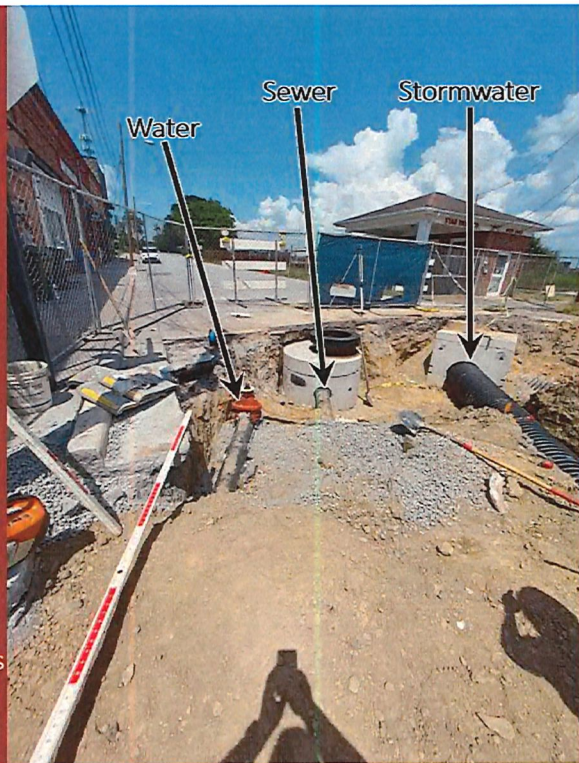
Current underground infrastructure includes active/inactive gas lines, active/inactive water lines, electrical, telecommunications, stormwater, tree wells, sanitary sewer.



# There have been challenges...

Uncovering unexpected bends and elevations of existing utilities often required adjustment to planned alignments

In addition to water, sanitary sewer and stormwater, the underground work navigated telecommunications lines, gas lines and mystery abandoned lines.



# There have been challenges...

Improvements often look simpler in plan view...

... than they do in practice.





There have been challenges...

...and we're looking toward the result.



September 24, 2024



There have been challenges...

...and we're looking toward the result.



September 24, 2024



What has been completed to date?

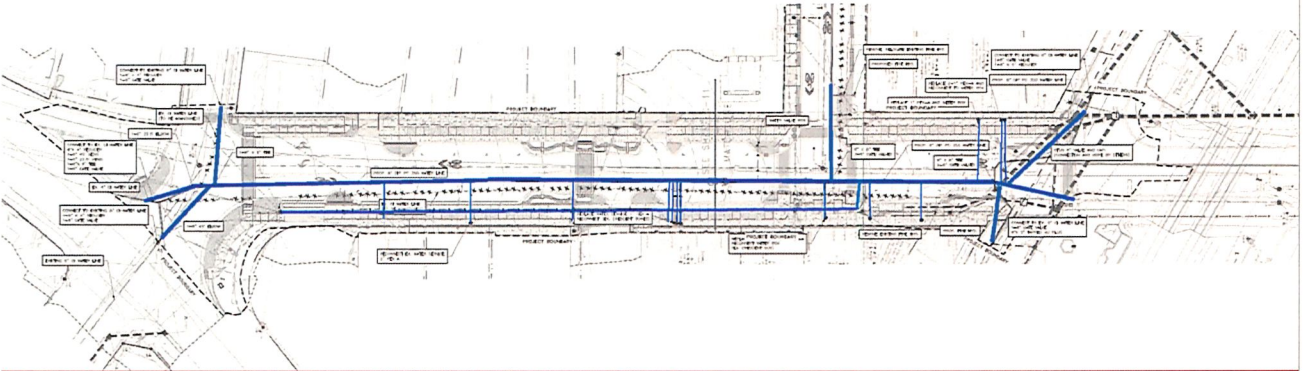
September 24, 2024





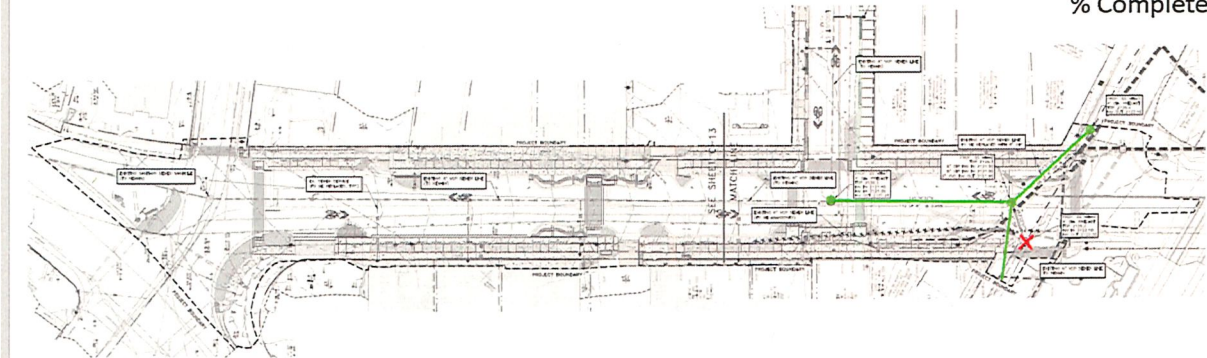
# What has been completed to date?

Task: Water Utility  
% Complete: 100



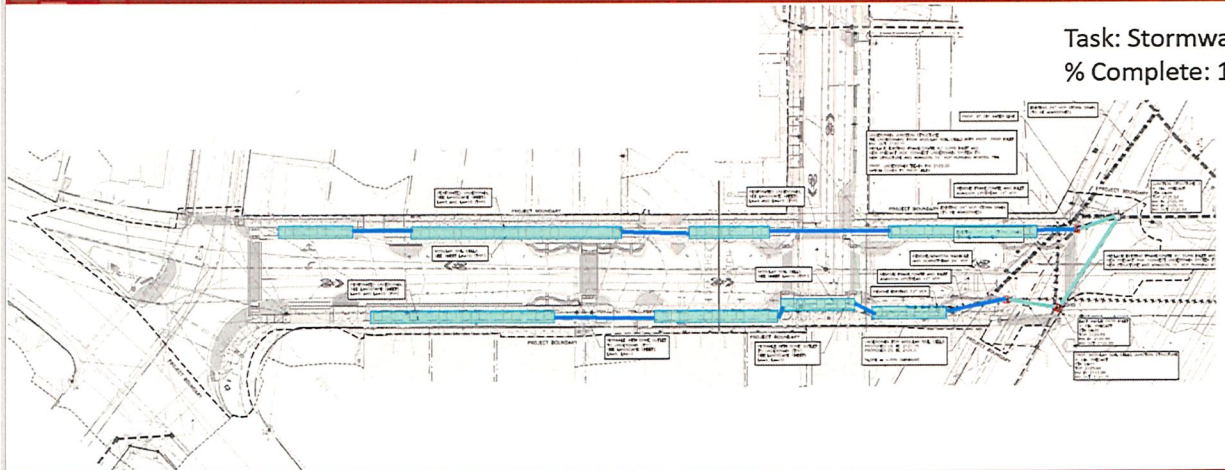
# What has been completed to date?

Task: Sewer Utility  
% Complete: 100



# What has been completed to date?

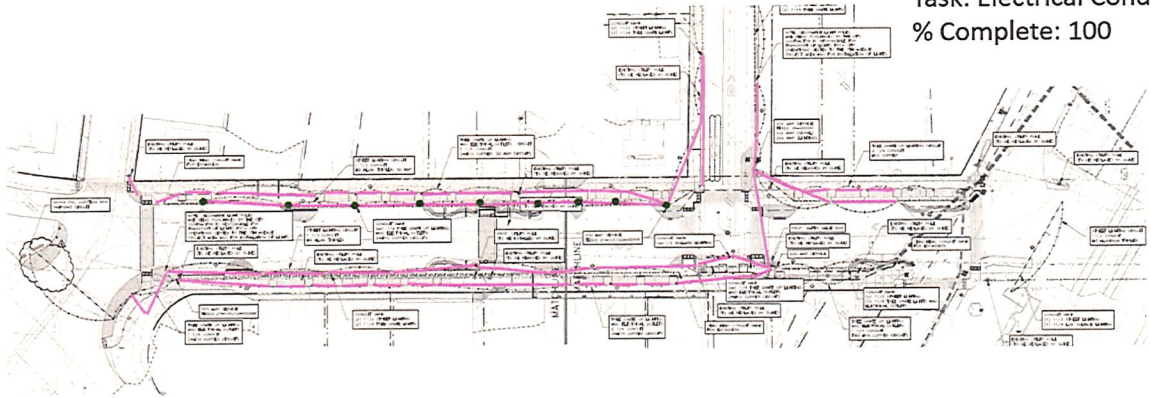
Task: Stormwater  
% Complete: 100





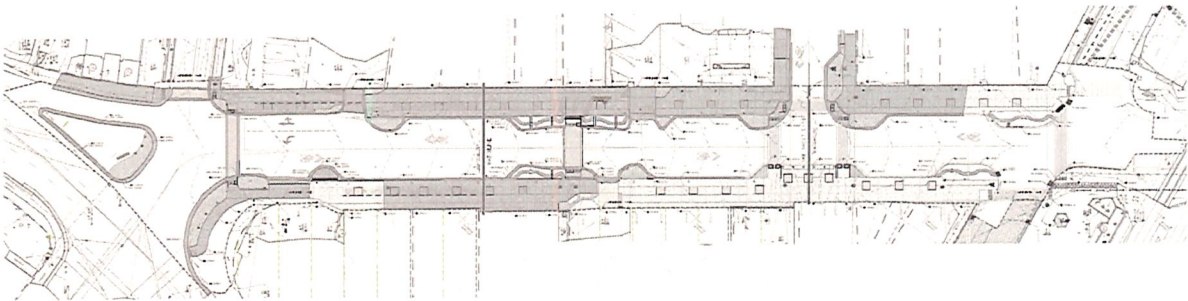
# What has been completed to date?

Task: Electrical Conduit  
% Complete: 100



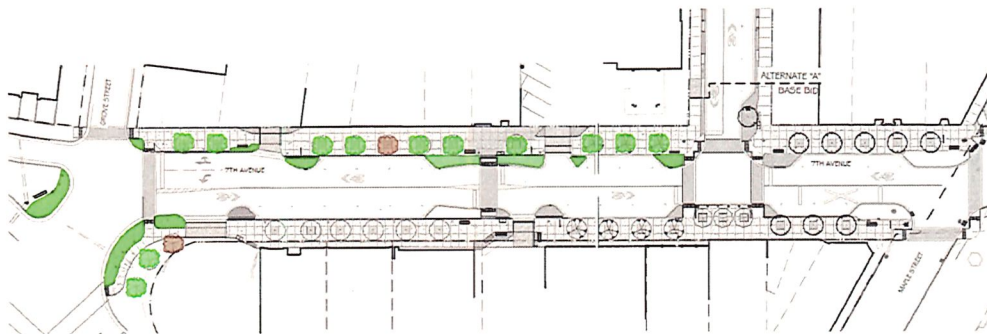
# What has been completed to date?

Task: Concrete  
% Complete: 75



# What has been completed to date?

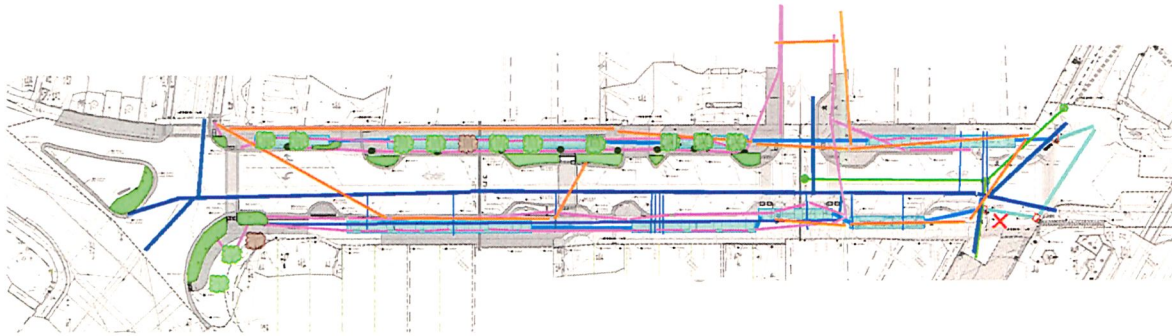
Task: Landscaping  
% Complete: 40





# What has been completed to date?

Task: Overall Project  
% Complete: >75\*



\*Based on work billed through August.



# What Remains?

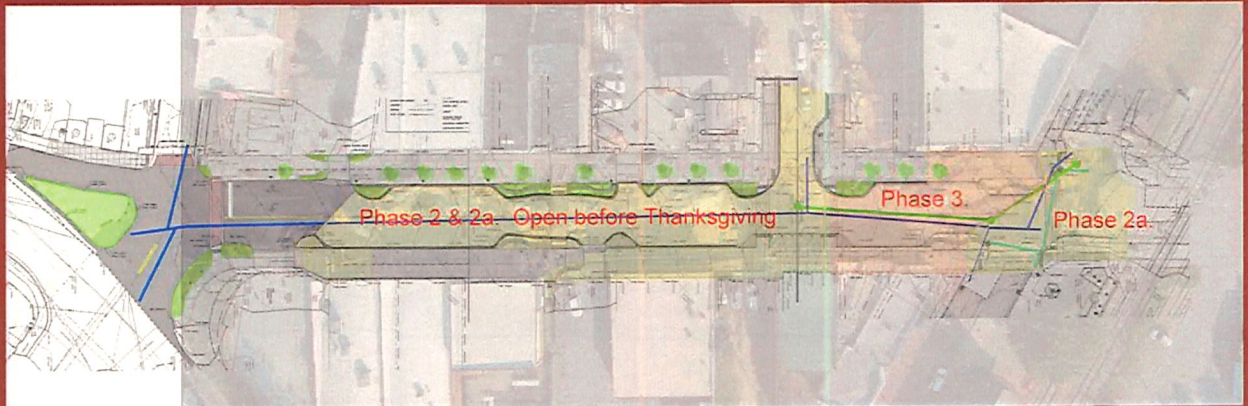
- Current Expectations are that *(with cooperation of the weather)* this project will be completed:
  - Within the contract period
  - Within the contract budget



# What Remains?

Phases 2 & 2a are expected to be open by Thanksgiving

Phase 3 is expected to be open by Christmas

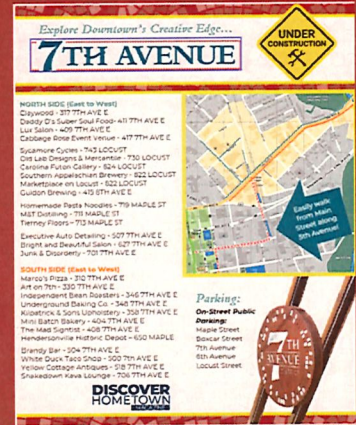






# Business Support During Construction

- The City and Friends of Downtown have leveraged projects, events and partnerships to provide ancillary support for businesses during construction, total support values over \$35,000.
- Marketing service technical assistance – funded by the Downtown Opportunity Fund grant with Dogwood Health Trust.
- Bridge loan for businesses in partnership with Mountain BizWorks. Loans can be used for operations to get through construction, access to capital for preparing for a fully open spring, or other business uses – Closing costs waived through partnership.
- Signage support: Friends of Downtown provided up to \$250 in reimbursement for signage for businesses in immediately impacted areas. Additionally, invested over \$1000 in signage and banners for construction.
- Farmers Market attendance has not shown any decline in attendance or card transactions over previous year
- Spring – The Downtown Community Character Team met to plan for a grand opening block party celebration to kick off the summer. It is currently being planned to coincide with opening day of the Farmers Market on May 3, 2025. Details to come.



Discover Hometown full page ad featuring 7th Avenue business directory

## E. City Manager Update – John Connet, City Manager

City Manager John Connet said that we are aware that there is a new vape shop going in across from Hendersonville High School and there is nothing currently in our ordinance to stop it. If Council wishes to put in distance requirements, we can look into doing that. Mayor Pro Tem Simpson added that it would be nice to set up something in our ordinance, as well as, a proximity for protests across from the schools.

He added that our staff is preparing for Hurricane Helene and the Mayor signed a State of Emergency that goes into effect tomorrow morning at 8:00 a.m. We will be setting up our Emergency Operations Center at the new fire station and it will be staffed 24/7 beginning at 8:00 in the morning. All departments are preparing equipment, fueling, generators, everything that is necessary to prepare for a hurricane. We're asking people to prepare their homes today and tomorrow as needed for the storm. We're preparing for it to be a multi-day event because even when the rains stops, flooding will continue to be there for a period of time. We have the State of Emergency, we are revoking all special event permits for the week and we will stay in touch with the County Emergency Operations as well.

## 5. ADJOURN

There being no further business, the meeting was adjourned at 5:26 p.m. upon unanimous assent of the Council.

*Barbara Volk*  
Barbara Volk, Mayor

ATTEST:

*Jill Murray*  
Jill Murray, City Clerk

