

**REQUEST FOR BOARD ACTION**

**HENDERSON COUNTY**

**BOARD OF COMMISSIONERS**

**MEETING DATE:** March 7, 2016

**SUBJECT:** USDA Grant Amendment  
Old Fairgrounds Site Development & Grading Project

**PRESENTER:** Marcus A. Jones, P.E.

**ATTACHMENTS:** Yes

1. ARC Grant Amendment Letter
2. Board Resolution to Accept Amendment
3. Letter of Intent to Meet Conditions
4. Request for Obligation of Funds

**SUMMARY OF REQUEST:**

For the subject project and in order to receive the additional funding for the Appalachian Regional Commission grant (administered by US Department of Agriculture), staff requests Board approval of the attached resolution and for the Chairman to sign the attached Letter of Intent and Request for Obligation of Funds. The attached letter from Pam Hysong, Area Director for USDA provides details for the funding and required documents.

**BOARD ACTION REQUESTED:**

Approve of the following for the grant amendment with the US Department of Agriculture for the development of the Old Fairgrounds site: Resolution to Accept Amendment, Letter of Intent to Meet Conditions and Request for Obligation of Funds.

**Suggested Motion:**

I move that the Board approve of the following for the grant amendment with the US Department of Agriculture for the development of the Old Fairgrounds site: Resolution to Accept Amendment, Letter of Intent to Meet Conditions and Request for Obligation of Funds.



Honorable Thomas H. Thompson, Chairman  
Henderson County Board of Commissioners  
1 Historic Courthouse Square, Suite 1  
Hendersonville, NC 28792

March 7, 2016

RE: Letter of Conditions  
Amendment #1

RE: Amendment #1  
Letter of Conditions  
Old Fairgrounds Grading Project

Dear Mr. Thompson:

This letter amends the conditions set forth in the original Letter of Conditions dated August 4, 2014 increasing the amount of the Community Facilities grant funded through the Appalachian Regional Commission. Your grant application docket may be completed on the basis of the grant not to exceed \$275,000. Said grant amount is comprised of \$175,000 previously approved and funded and a request for subsequent grant funding in the amount of \$100,000. Other project funding includes \$125,000 contribution from Henderson County and \$50,000 contribution from Henderson County Partnership for Economic Development.

The conditions in the original letter of conditions must be understood & agreed to by you before further consideration may be given to the new application. Any changes in project cost, source of funds, scope of services, or any other significant changes in the project or application must be reported to and approved by Rural Development by written amendment to this letter. Any changes not approved by Rural Development shall be cause for discontinuing processing of the application.

This letter is not to be considered approval of the subsequent grant or as representation to the availability of funds.

Please feel free to contact me if you have any questions about any of the above conditions.

Sincerely,

Pamela H. Hysong,  
Area Director

**Rural Development**  
**84 Coxe Avenue, Suite 1E; Asheville, NC 28801**  
**Phone: 828-254-0916 Ext. 5, Fax: 844-325-6823**

USDA is an equal opportunity provider, employer and lender.



**BE IT RESOLVED**

That **Henderson County** accepts the conditions set forth in Amendment #1 dated March 7, 2016 which amends the original letter of Letter of Conditions dated August 4, 2014. All conditions of the original Letter of Conditions remain in effect.

That the **Chairman of the Board of Commissioners** be authorized to execute all forms necessary to obtain an additional grant in the amount of \$100,000 from the Appalachian Regional Commission administrated through USDA, Rural Development, including, but not limited to the following forms:

Form RD 1942-46  
Form RD 1940-1

Letter of Intent to Meet Conditions  
Request for Obligation of Funds

This resolution is to become a part of the official minutes the **Henderson County Board of Commissioners** meeting held on **Monday, March 7, 2016**.

Motion Made By: \_\_\_\_\_ and

Seconded by : \_\_\_\_\_ that the resolution  
be approved.

MOTION PASSED \_\_\_\_\_ FOR \_\_\_\_\_ AGAINST

BY: \_\_\_\_\_  
Thomas H. Thompson, Chairman

Attest: March 7, 2016  
(Date)

BY: \_\_\_\_\_  
Clerk to the Board of Commissioners

**LETTER OF INTENT TO MEET CONDITIONS**

Date \_\_\_\_\_

TO: United States Department of Agriculture

\_\_\_\_\_  
(Name of USDA Agency)

\_\_\_\_\_  
(USDA Agency Office Address)  
\_\_\_\_\_

We have reviewed and understand the conditions set forth in your letter dated \_\_\_\_\_. It is our intent to meet all of them not later than \_\_\_\_\_.

\_\_\_\_\_  
(Name of Association)  
BY \_\_\_\_\_  
\_\_\_\_\_  
(Title)

*According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a persons is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0570-0062. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data. needed, and completing and reviewing the collection of information.*

**REQUEST FOR OBLIGATION OF FUNDS**

<b>INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED ( )</b> <b>Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.</b>			
<b>1. CASE NUMBER</b> ST CO BORROWER ID		<b>LOAN NUMBER</b>	<b>FISCAL YEAR</b>
<b>2. BORROWER NAME</b>		<b>3. NUMBER NAME FIELDS</b> (1, 2, or 3 from Item 2)	
		<b>4. STATE NAME</b>	
		<b>5. COUNTY NAME</b>	
<b>GENERAL BORROWER/LOAN INFORMATION</b>			
<b>6. RACE/ETHNIC CLASSIFICATION</b> 1 - WHITE 2 - BLACK 3 - AI/AN 4 - HISPANIC 5 - A/PI	<b>7. TYPE OF APPLICANT</b> 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC. OF FARMERS 6 - ORG. OF FARMERS 7 - NONPROFIT-SECULAR 8 - NONPROFIT-FAITH BASED 9 - INDIAN TRIBE 10 - PUBLIC COLLEGE/UNIVERSITY 11 - OTHER	<b>8. COLLATERAL CODE</b> 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	<b>9. EMPLOYEE RELATIONSHIP CODE</b> 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC.
<b>10. SEX CODE</b> 1 - MALE 2 - FEMALE 3 - FAMILY UNIT 4 - ORGAN. MALE OWNED 5 - ORGAN. FEMALE OWNED 6 - PUBLIC BODY	<b>11. MARITAL STATUS</b> 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)	<b>12. VETERAN CODE</b> 1 - YES 2 - NO	<b>13. CREDIT REPORT</b> 1 - YES 2 - NO
<b>14. DIRECT PAYMENT</b> (See FMI)	<b>15. TYPE OF PAYMENT</b> 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY	<b>16. FEE INSPECTION</b> 1 - YES 2 - NO	
<b>17. COMMUNITY SIZE</b> 1 - 10,000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000	<b>18. USE OF FUNDS CODE</b> (See FMI)		
<b>COMPLETE FOR OBLIGATION OF FUNDS</b>			
<b>19. TYPE OF ASSISTANCE</b> (See FMI)	<b>20. PURPOSE CODE</b>	<b>21. SOURCE OF FUNDS</b>	<b>22. TYPE OF ACTION</b> 1 - OBLIGATION ONLY 2 - OBLIGATION/CHECK REQUEST 3 - CORRECTION OF OBLIGATION
<b>23. TYPE OF SUBMISSION</b> 1 - INITIAL 2 - SUBSEQUENT	<b>24. AMOUNT OF LOAN</b>	<b>25. AMOUNT OF GRANT</b>	
<b>26. AMOUNT OF IMMEDIATE ADVANCE</b>	<b>27. DATE OF APPROVAL</b> MO DAY YR	<b>28. INTEREST RATE</b> %	<b>29. REPAYMENT TERMS</b>
<b>COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS</b>			
<b>30. PROFIT TYPE</b> 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT			
<b>COMPLETE FOR EM LOANS ONLY</b>		<b>COMPLETE FOR CREDIT SALE-ASSUMPTION</b>	
<b>31. DISASTER DESIGNATION NUMBER</b> (See FMI)	<b>32. TYPE OF SALE</b> 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN		
<b>FINANCE OFFICE USE ONLY</b>		<b>COMPLETE FOR FP LOANS ONLY</b>	
<b>33. OBLIGATION DATE</b> MO DA YR	<b>34. BEGINNING FARMER/RANCHER</b> (See FMI)		

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

**ORIGINAL - Borrower's Case Folder**

**COPY 1 - Finance Office**

**COPY 2 - Applicant/Lender**

**COPY 3 - State Office**

# CERTIFICATION APPROVAL

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

## 35. COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. \_\_\_\_\_ YES \_\_\_\_\_ NO

**WARNING: Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."**

Date \_\_\_\_\_, 20 \_\_\_\_\_  
*(Signature of Applicant)*

Date \_\_\_\_\_, 20 \_\_\_\_\_  
*(Signature of Co-Applicant)*

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.

\_\_\_\_\_  
*(Signature of Approving Official)*

Typed or Printed Name: \_\_\_\_\_

Date Approved: \_\_\_\_\_ Title: \_\_\_\_\_

38. TO THE APPLICANT: As of this date \_\_\_\_\_, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.