

DRAFT

MINUTES

**STATE OF NORTH CAROLINA
COUNTY OF HENDERSON**

**BOARD OF COMMISSIONERS
WEDNESDAY, MAY 20, 2020**

The Henderson County Board of Commissioners met for a regularly scheduled meeting at 9:30 a.m. in the Commissioners' Meeting Room of the Historic Courthouse on Main Street, Hendersonville, NC.

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

Also present via the community room were: Sheriff Lowell Griffin, IT Director Mark Seelenbacher, Director of Business and Community Development John Mitchell, Emergency Management/Rescue Coordinator Jimmy Brissie, Recreation Director Carleen Dixon, Public Health Director Steve Smith, DSS Director Jerrie McFalls and Construction Manager David Berry. Project Engineer Natalie Berry & PIO Kathy Finotti (AV Room) – videotaping, and Deputy Mike Marsteller for security. Budget Staff available via the closed session room: Attorney Russ Burrell, Budget Analyst Sonya Flynn and Finance Director Samantha Reynolds.

Absent was: Chairman Grady Hawkins

CALL TO ORDER/WELCOME

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

INVOCATION

The invocation was provided by County Manager Steve Wyatt.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Vice Chairman Lapsley.

INFORMAL PUBLIC COMMENT

1. Via letter – Gary Griffin - These are unusual times and as leaders of the county, I understand that there are a lot of pressing matters on your minds. But I would like to mention another one: The sewer line to the Edneyville Community. Taking into consideration the new Edneyville Elementary School, The Justice Academy, and the Small Area Study there is a real need for a sewer line in Edneyville. As Edneyville is one of the poorest parts of Henderson County, I believe that it would help with economic growth in the community. It would help the numerous fruit stands which are a major attraction in Edneyville. The Apple Festival being the largest event in the county and the roadside stands being a large part of what draws people to Henderson County bring in an enormous number of visitors to the Edneyville Community. It is not helping when the visitors must be offered port-a-johns instead of bathrooms from most of our stands. I was happy to see that Hendersonville City invested in public restrooms to help with this problem for Main Street. Now with interest rates low and the hope of stimulus money from the government, I think this would be the perfect time to put money in the budget for the first phase of the sewer line. Putting money in the budget would also show a commitment from the county and enable us to plan on looking for grant money from other sources – State Clean Water Fund, etc. I believe that the Edneyville Elementary School is the only school that is not serviced by public sewer in Henderson County. A twenty-five-million-dollar school operating on a twenty-year-old sewer system does not seem like a very smart plan. As a resident and business owner of the Edneyville Community, I feel that we have waited long enough for some action on this ever-growing problem. I believe that there is a real need for this project to move forward and I am in hopes that it will with the help of strong leadership from a forward-looking Board of Commissioners.

DATE APPROVED:

2. Via letter – Deb Lyda – I would like to thank each of you for your dedicated work for our county during this pandemic. Keeping our citizens safe and working to restore us to normal during this difficult time is essential to our success as a county. Covid-19 is a very troublesome virus that has all of us rethinking sanitation, cleanliness and social distancing. With this in mind, roadside markets and other businesses along the Agriculture Corridor must offer sanitized clean restrooms for our customers. Porta-Johns cannot offer a suitable, safe, or sanitized facility for our guest. Furthermore, the safety of our school and community must be a priority. As you are well aware the sewer system for our beautiful new Edneyville Elementary is not adequate to meet the needs of the school. The small area plan, keeping our creeks clean, our businesses and the safety of our school children clearly indicate the need for a sewer line running along the Agriculture Corridor. Now is the time for action. I suggest that a route for the sewer be designated with funding allocated in the upcoming budget. Given the tremendous revenue generated along the Agriculture Corridor you must make this one of your highest priorities this year. The Edneyville Community Committee stands ready to help secure funding for this project from agencies and other elected officials. In order to secure funding from others, a definite plan must be approved. In my opinion the sewer line should start at the Justice Academy and travel west to include businesses, Edneyville Elementary and roadside markets along the Corridor. I am excited to think that this desperately needed project can get approved for this next fiscal year. In addition, I look forward to a time when we can all meet together as a group.
3. Via Letter – Ken Fitch - During this time of crisis one wishes to commend Commissioners Lapsley and McCall for their important leadership in addressing health crises in the County, in both the present COVID19 outbreak, as well as the Opioid crisis. One must also commend Steve Smith for his leadership of the Department of Health, and for his frequent, carefully rendered public statements, delivered in a mode of reassuring thoughtful assessment. And Jimmy Brissie, who exudes a reassuring confidence that tells us he and his department are on the case, ready to address whatever emergency might arise. Indeed, we should celebrate the work of all our EMS personnel on this National EMS Week. Finally, for their special action of civic service, one wishes to commend WTZQ for their Live Streamed Broadcasts of many important meetings and updates, during which we have heard the voices of those named here today, as well as Mr. Wyatt and our other public officials, demonstrating their commitment to serving the residents of the County.
4. Via Letter – Housing Assistance Corporation, Phyllis Bradley – As property owners of the single-family residences of Oklawaha Village, we are grateful and blessed for having a place to call home. As homeowners we care about our community and what happens in our community. Since the arrival of the construction of Oklawaha Village apartment infrastructure, there are numerous concerns with our village. A petition was included with the letter.

DISCUSSION/ADJUSTMENT OF CONSENT AGENDA

Commissioner Edney made the motion to approve Consent Agenda as presented. All voted in favor and the motion carried.

CONSENT AGENDA

Minutes

Draft minutes were presented for board review and approval of the following meeting(s):

May 4, 2020 Regularly Scheduled Meeting

May 8, 2020 Emergency Meeting

Motion:

I move the Board approves the minutes of May 4, 2020 & May 8, 2020.

Tax Collector's Report

Collections Specialist Luke Small had presented the Tax Collector's Report to the Commissioners dated May 8, 2020 for information only. No action was required.

Water/Sewer Extension Request

The City of Hendersonville has requested that the County comment on one potential waterline extension:

The Kantom Properties, LLC site has not yet applied for Henderson County approval for 98,000 square feet of flex space. The City of Hendersonville has an 8” DIP water main within the vicinity of the subject area. The waterline extension to serve the site would be approximately 183 feet. If the site can obtain an easement from the adjacent property owner, a waterline extension would not be required.

Motion:

I move the Board approves the waterline extension request for Kantom Properties, LLC project. I further move that the Board direct staff to convey the County's comments to the City of Hendersonville.

Vaya Health – Quarterly Fiscal Monitoring Report (FMR) for the quarter ended March 31, 2020

N.C.G.S. 122C-117(c) requires the staff of the local area mental health authority to provide the County Finance Officer with the quarterly Fiscal Monitoring Report (FMR) within 30 days of the end of the quarter. The County Finance Officer is then required to provide the FMR to the Board of Commissioners at the next regularly scheduled meeting of the board. The FMR for Vaya Health was received by the County Finance Officer on April 30, 2020.

Motion:

I move that the Board of Commissioners approves the Vaya Health Fiscal Monitoring Report for the quarter ended March 31, 2020.

95 Courthouse Space Needs Assessment – Firm Selection

At the Board’s January 15, 2020 meeting, the Board directed Staff to request proposals from qualified firms to conduct assessments of the 95 Courthouse and the Detention Center, focusing on capacity issues. Staff subsequently developed and released separate Request for Qualifications for the facilities. The Request for Qualifications for the Detention Center Needs Assessment was posted on Wednesday, February 5, 2020. Proposals were due on Wednesday, February 26, 2020 by 5:00pm.

Five proposals were submitted for consideration. The five firms that submitted proposals were: CBRE | Heery, Cope Architecture, Fentress Incorporated, Silling Architects, Tab Associates, Inc. Those proposals were reviewed by representatives from the Clerk of Court, Public Defender’s Office, District Attorney’s Office, District Court Judges and the County Manager’s Office on Thursday, March 5, 2020. Following that review, the firm of Fentress Incorporated was unanimously selected as the most qualified firm to conduct the assessment.

Motion:

I move the Board directs Staff to negotiate an agreement with Fentress Inc. for the 95 Courthouse Space Needs Assessment, to be brought back to the Board for final approval.

Board member appointments, Henderson County Hospital Corporation

Under the Articles of Incorporation adopted by this Board for Henderson County Hospital Corporation, a number of the seats on the Board of Directors must be filled each year, by various processes. Brian Cavagnini is resigning May 31, 2020, and the Henderson County Hospital Corporation requests the appointment of Hall Waddell to his position for the remainder of the term.

Motion:

I move that the Board approves the following as members of the Board of Directors of the Henderson County Hospital Corporation, all such appointments to take place effective the first day

of the last month of the Corporation's fiscal year: Chip Gould, regular director - John Bryant, M.D., regular director - Hall Waddell, regular director (for the remainder of the term (1 year) expiring May 31, 2021).

Notification of Vacancies

The Notification of Vacancies is being provided for the Board's information. They will appear on the next agenda under "Nominations".

1. Environmental Advisory Committee – 4 vac.
Positions #1, 2, 5 & 7
2. Fire and Rescue Advisory Committee – 2 vac.
Positions #2 & 6
3. Greater Asheville Regional Airport Authority Board – 1 vac.
Position #1
4. Henderson County Board of Health – 3 vac.
Positions #3, 5 & 8
5. Henderson County Historic Courthouse Corporation dba/Heritage Museum – 2 vac.
Positions #1 & 2
6. Henderson Tourism Development Authority – 1 vac.
Position #3
7. Historic Resources Commission – 2 vac.
Positions #3 & 5
8. Juvenile Crime Prevention Council – 12 vac.
Positions #1, 2, 4, 6, 8, 10, 13, 15, 17, 18, 21 & 24
9. Library Board of Trustees – 3 vac.
Positions 3, 4 & 8
10. Mountain Area Workforce Development Board – 3 vac.
Positions 1, 3 & 4
11. Nursing/Adult Care Home Community Advisory Committee – 3 vac.
Positions #4, 9 & 15
12. Social Services Board – 1 vac.
Position #2

2020.43 Budget Amendment – Planned Projects

The Board is requested to approve a Budget Amendment, transferring \$635,000 from Planned Projects to the Capital Project Fund. These monies will be used to fund the King Street generator project and to replace the County's fuel tanks. Because these projects will be completed in FY2021, the request to move the funds is being made to span the close of FY2020.

Motion:

I move the Board approves the budget amendment as presented, transferring funds from Planned Projects to the Capital Projects Fund.

2020.44 Resolution - Closing portions of Anders Avenue, Meadows Circle, and associated 10-foot alleys

Planning and Property Addressing staff have received the attached petition and survey to close portions Anders Avenue, Meadow Circle, and associated 10-foot alleys. Under North Carolina General Statute (UNGS) §153A-241, municipalities have the power to close any public road or easement not within a city, except public roads or easements for public roads under control of the Department of Transportation. To close any road, the Board must:

- Vote to adopt a resolution declaring its intent to close the public road or easement.
- Call and notice a public hearing on closing the road or easement, with notice "reasonably calculated

to give full and fair disclosure of the proposed closing to be published once a week for three successive weeks before the hearing, a copy of the resolution to be sent by registered or certified mail to each owner as shown on the county tax records of property adjoining the public road or easement who did not join in the request to have the road or easement closed, and a notice of the closing and public hearing to be prominently posted in at least two places along the road or easement”.

- Hold the public hearing, where the Board must “hear all interested persons who appear with respect to whether the closing would be detrimental to the public interest or to any individual property rights”.
- Then, if the Board “is satisfied that closing the public road or easement is not contrary to the public interest and (in the case of a road) that no individual owning property in the vicinity of the road or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property, the Board may adopt an order closing the road or easement”
- File a copy of the Board’s order with the Register of Deeds.

Motion:

I move the Board adopts the proposed resolution and set the public hearing for June 17, 2020.

DISCUSSION/ADJUSTMENT OF DISCUSSION AGENDA

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

COUNTY MANAGER’S FY 2020-2021 RECOMMENDED BUDGET

The County Manager presented his FY 2020-2021 Recommended Budget during this meeting and held a workshop on the Recommended Budget.

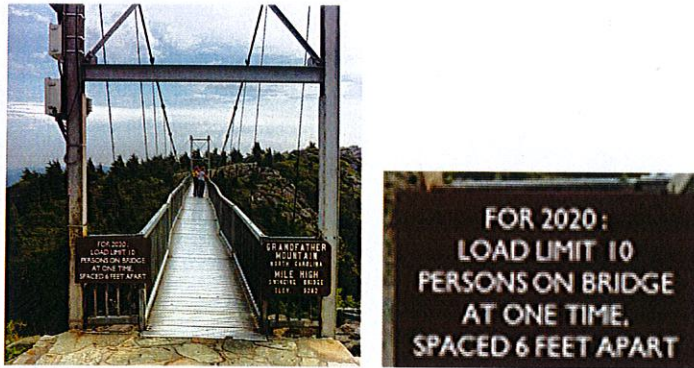
Steve Wyatt’s Budget Message to Commissioners:

Our world has been turned upside down. Shortly after the County budget meeting in January, I convened a meeting of county staff to discuss reports I had been following out of a place called Wuhan, China. Less than 2 months later, we were conducting COVID testing at Blue Ridge Community College. We had plunged into an epic fight with a foe of unknown capabilities. And we continue to fight. Seven days a week. Night and day. We have, at this point, “flattened the curve”. The numbers continue to add up however and each one represents a citizen on the front line, a neighbor, a coworker, a loved one. No one can predict the length of this battle, but rest assured, we are in it to win. The effect on our national, state and local economies has been and remains staggering. Unemployment is at a rate we have never seen, and small businesses are gasping for breath, perhaps their last. Those businesses represent more than dollars, they are the lifetime investments of hard work and the dreams of better lives for future generations, and they are fading fast. The impact of this will be felt for years. The effect on the County revenue projections that were positive on that long-ago January morning, have come full circle. Property tax and sales tax collections, the funding streams for the vast majority of county government functions have and will for an unknown but foreseeable future be forecast to fall. As a result, ii priorities have to be reshaped and ranked based upon the new order of the day maintain service levels at a time our citizens need them most, while keeping the tax rate among the lowest in the state. This budget proposal accomplishes this by building on the teamwork we have long established with our community partners and wise decision making as to the priority and timing of present and future investments in public infrastructure. I count this as no small accomplishment and one that is the result of not one year, but of more than a decade of making the tough decisions that we are called upon to make. Today we once again realize the benefits of our hard work, the work of our team, and deliver to you a budget, within our means, to meet the needs of our taxpaying citizens. I thank you for your support in this work.

The Board is requested to schedule the Public Hearing on the FY 2020-2021 Budget for Monday, June 1, 2020 at 5:30pm.

Steve Wyatt stated the items discussed today are very different than discussed in January as the world is in traumatic times, which present a challenge. Elected officials have a difficult job making hard decisions. We've assembled the best information and decisions possible at this time. The timeframes allowed and decisions made that effect life and welfare are hard. Priorities must change since the economic impact of Covid 19 in January. The Governor's are empowered to make decisions in times of emergency. Each have taken different approaches to manage their states. The economic impact from state to state varies. Because of the work done and good decisions made by the current and past Board of Commissioners, Henderson County is in good condition.

Amy Brantley had photo-shopped what staff calls "Bridging the Gap".



FY2021 Expenditures

Proposed Expenditures - \$151,733,753

Proposed Expenditures

FY20 Adopted Budget - \$154,578,655
 FY21 Proposed Expenditures \$151,733,753
 Variance = **(\$2,844,902)**

FY2021 Expenditures

Proposed expenditures

FY20 Revised Budget - \$159,195,590
 FY21 Proposed Expenditures - \$151,733,753
 Variance = **(\$7,461,837)**

FY2-21 Revenues

All Revenues

	FY2020 Adopted	FY2021 Proposed	Variance
Ad Valorem Taxes	\$87,128,532	\$88,629,211	\$1,500,679
Local Option Sales Taxes	\$24,884,992	\$19,541,298	(\$5,343,694)
Other Taxes and Licenses	\$1,211,000	\$1,274,000	\$63,000
Unrestricted Intergovernmental Revenue	\$38,000	\$50,000	\$12,000
Restricted Intergovernmental Revenue	\$15,607,588	\$14,902,569	(\$705,019)
Permits and Fees	\$1,568,400	\$1,646,720	\$78,320
Sales and Services	\$7,671,396	\$7,666,299	(\$5,097)
Investment Earnings	\$500,000	\$750,000	\$250,000
Other Revenues	\$1,156,507	\$1,183,857	\$27,350
Transfers from Other Funds	\$1,353,960	\$2,687,326	\$1,333,366
Fund Balance Appropriated	\$13,458,280	\$13,402,473	(\$55,807)
TOTAL GENERAL FUND REVENUE	\$154,578,655	\$151,733,753	(\$2,844,902)

There will not be a property tax increase during these difficult times. The tax base has grown.

We expect a reduction in Sales Tax this year and next year.

With Investment Earnings, we are limited to what we can invest, but have seen an increase this year.

Ad Valorem Property Taxes

	FY2020 Adopted	FY2021 Proposed	Variance
Valuation	\$15,886,934,516	\$16,294,710,641	\$407,776,125
Collection %	98%	97%	(1%)

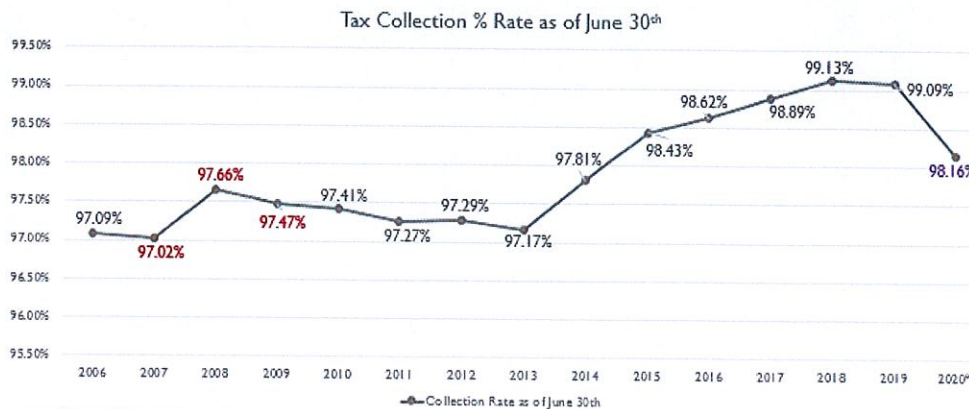
TOTAL	\$87,128,532	\$88,629,211	\$1,500,679
Current Year	\$86,093,532	\$87,594,211	\$1,500,679
Prior Year Taxes, Penalties and Interest	\$1,035,000	\$1,035,000	\$0

* Collection % reduction = \$914,133
 ** 1 cent TRE = \$1,580,587 (at 97%)

Ad Valorem Property Taxes

	FY2020 Adopted	FY2021 Proposed	Variance
Valuation	\$15,886,934,516	\$16,294,710,641	\$407,776,125
x Tax Rate (per \$100 in value)	.5610	.5610	.5610
x Collection %	98%	97%	98%
Total	\$87,343,189	\$88,670,927	\$2,241,872
Less Reappraisal Reserve Fund	\$1,249,657	\$1,076,716	(\$172,941)
Less Collection % Reduction	\$0	\$0	\$914,133
TOTAL CURRENTYEAR	\$86,093,532	\$87,594,211	\$1,500,679

Staff is being conservative and calculating the budget with a 97% collection rate, which keeps us in good condition.



* 2007 – 2009 = Great Recession
 ** 2020 = as of April 15, 2020

Sales Tax – % Reductions from FY19 Actual

	FY 2018 Actual	FY 2019 Actual	FY 2021 Anticipated Budget *	FY 2021 10% Reduction	FY 2021 25% Reduction	FY 2021 33.3% Reduction	FY 2021 50% Reduction
Q1 (July, Aug, Sept)	\$6,158,517	\$6,487,524	\$6,487,524	\$5,838,772	\$4,865,643	\$4,327,179	\$3,243,762
Q2 (Oct, Nov, Dec)	\$6,374,126	\$6,486,162	\$6,486,162	\$5,837,545	\$4,864,621	\$4,326,270	\$3,243,081
Q3 (Jan, Feb, Mar)	\$5,684,375	\$6,023,529	\$6,023,529	\$5,421,176	\$4,517,646	\$4,017,694	\$3,011,764
Q4 (Apr, May, June)	\$6,667,973	\$7,057,850	\$7,057,850	\$6,352,065	\$5,293,387	\$4,707,586	\$3,528,925
TOTAL	\$24,884,991	\$26,055,064	\$26,055,064	\$23,449,558	\$19,541,298	\$17,378,728	\$13,027,532

* FY 2021 Anticipated Budget based on FY 2019 Actual Receipts

25% Reduction from FY19 Actual (\$19,541,298) currently reflected in the Recommended Budget

Steve Wyatt noted that under normal circumstances staff budgets by the previous year’s actuals, however, we know that Sales Tax will take a hit...probably between 20-30% reduction. Therefore the budget revenue was calculated for Sales Tax at a 25% reduction. Once the budget has been adopted, anything changed be changed except for the Tax Rate. Staff will monitor numbers and will have somewhat of a clearer picture by September and even better by January, 2021. These numbers are for planning purposes only.

Note: The State does have the authority to withhold all sales tax and this law can only be changed by the General Assembly.

FY2020 Revenues

Sales Tax – % Reductions Anticipated for FY 20

	BUDGET	ACTUAL YTD	REMAINING ESTIMATE	TOTAL VARIANCE
Q1 (July, Aug, Sept)	\$ 6,158,517	\$ 7,058,987	----	\$ 900,470
Q2 (Oct, Nov, Dec)	\$ 6,374,126	\$ 7,206,849	----	\$ 832,723
Q3 (Jan, Feb, Mar)	\$ 5,684,375	* \$ 4,221,237	** \$ 1,094,913	\$ (368,225)
Q4 (Apr, May, June)	\$ 6,667,973	----	** \$ 3,333,986	\$ (3,333,986)
TOTAL	\$ 24,884,991	\$ 18,487,074	** \$ 4,428,899	\$ (1,969,018)

* Actual YTD for Q3 includes distributions for January and February.

** March – June estimates are at 50% of budgeted amount

FY2021 Revenues

Proposed Revenues (Excluding Fund Balance) - \$138,331,280

FY2021 Budget

Fund Balance Available:

Over 12% Policy \$11,064,942

Over 10% \$13,863,254

FY2021 Revenues

Proposed Fund Balance - \$13,402,473

FY2021 Budget

Proposed Revenue / Proposed Expense

Variance (\$13,402,473)

Fund Balance Over 10% \$13,863,254

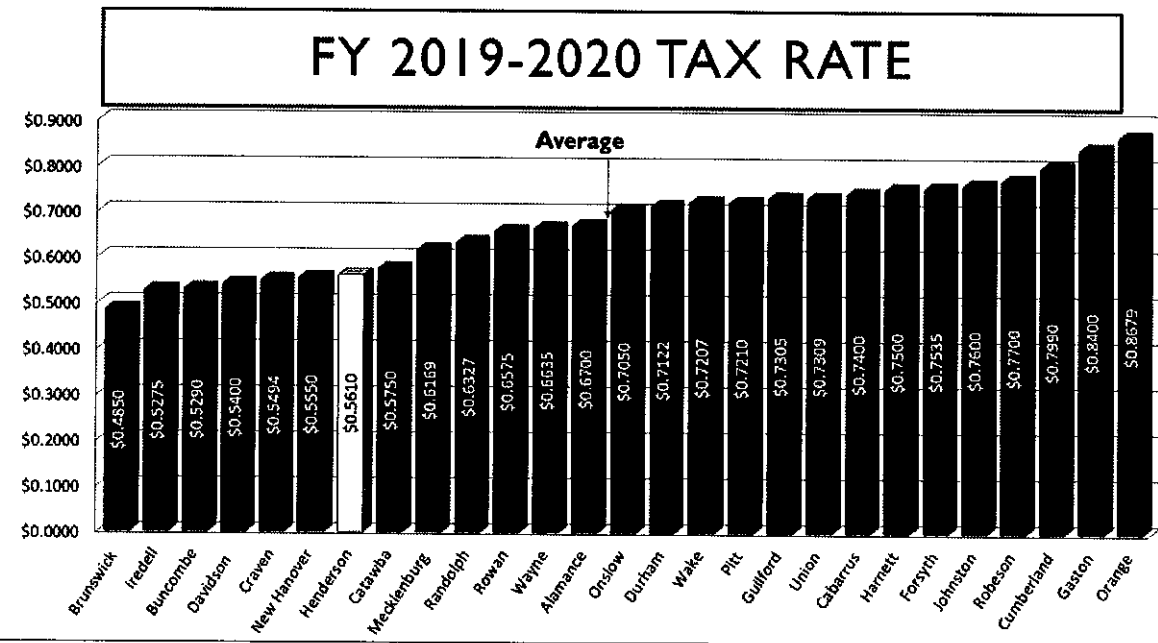
Total Available for Allocation \$460,781

Tax Rate

The current tax rate of \$0.561 per \$100 of valuation is the 7th lowest tax rate of the 27 urban counties – those with a population over 100,000 – and the 21st lowest of all 100 counties in North Carolina.

Among 27 Urban North Carolina counties:		
Lowest Rate	Average	Highest Rate
\$0.4850	\$0.6731	\$0.8679
Henderson county is 11.21 cents lower than the average urban NC county		
\$0.5610 cents is 16.65% lower than the average rate of \$0.6731		

Among all 100 North Carolina counties:		
Lowest Rate	Average	Highest Rate
\$0.3100	\$0.6786	\$1.0000
Henderson County is 11.76 cents lower than the average NC county		
\$0.5610 cents is 17.33% lower than the average rate of \$0.6731		



Debt Service Schedules

HC Public Schools	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Hendersonville High	\$1,794,589	\$4,939,357	\$4,750,488	\$4,645,288	\$4,540,088	\$4,434,888	\$4,324,688	\$4,193,438	\$4,062,188
Edneyville Elementary	\$2,256,669	\$2,207,869	\$2,159,069	\$2,098,069	\$2,037,069	\$1,976,069	\$1,915,069	\$1,854,069	\$1,793,069
2016 Innovative High Sch.	\$615,750	\$615,750	\$615,750	\$1,576,125	\$1,549,313	\$1,512,750	\$1,464,000	\$1,415,250	\$1,366,500
2013 Refinancing Bonds	\$1,008,011	\$972,739	\$937,450	\$902,151	\$866,119	\$829,740	\$793,031	\$0	\$0
2012 Refinancing Bonds	\$837,045	\$802,924	\$766,783	\$731,069	\$683,184	\$648,278	\$0	\$0	\$0
2010 Refinancing Bonds	\$942,148	\$618,824	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2010 Apple Valley/North	\$680,674	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2010 QZAB's - Repairs	\$190,619	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2009 QSCB's - Repairs	\$435,026	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2008 Hillandale/MR	\$2,121,715	\$2,074,811	\$2,027,909	\$1,981,006	\$1,934,103	\$1,887,200	\$926,012	\$0	\$0
Professional Services	\$15,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000
TOTAL HC PUBLIC SCHOOLS	\$10,897,246	\$12,250,274	\$11,275,449	\$11,951,708	\$11,627,876	\$11,306,925	\$9,440,800	\$7,480,757	\$7,239,757

Blue Ridge Comm College	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Health Sciences Center	\$654,718	\$661,707	\$661,373	\$661,832	\$661,373	\$662,015	\$661,740	\$661,782	\$660,740
2013 Refinancing Bonds	\$1,035,255	\$999,029	\$962,786	\$926,534	\$889,528	\$852,166	\$814,464	\$0	\$0
2010 Repairs	\$198,246	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Patton Reno/New Bldgs	\$0	\$517,500	\$2,159,125	\$2,107,375	\$2,055,625	\$2,003,875	\$1,952,125	\$1,900,375	\$1,848,625
Professional Services	\$0	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
TOTAL BRCC	\$1,888,219	\$2,178,236	\$3,783,284	\$3,695,741	\$3,606,526	\$3,518,056	\$3,428,329	\$2,562,157	\$2,509,365

County Government in North Carolina is responsible for buildings and maintenance of colleges.

County Government	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Emergency Services HQ	\$1,089,313	\$1,064,113	\$1,038,913	\$1,013,713	\$988,513	\$963,313	\$931,813	\$895,313	\$864,063
2016 GF Linamar	\$991,269	\$970,512	\$947,071	\$0	\$0	\$0	\$0	\$0	\$0
Health Sciences Center	\$1,329,276	\$1,323,413	\$1,322,746	\$1,323,663	\$1,322,746	\$1,324,030	\$1,323,480	\$1,323,563	\$1,321,480
2013 Refinancing Bonds	\$681,089	\$657,256	\$633,412	\$609,562	\$585,215	\$560,635	\$535,831	\$0	\$0
2012 Refinancing Bonds	\$906,799	\$869,834	\$830,681	\$791,994	\$756,365	\$718,551	\$0	\$0	\$0
2010 Refinancing Bonds	\$73,828	\$48,492	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2010 LEC/Court Services	\$668,000	\$644,000	\$620,000	\$596,000	\$572,000	\$548,000	\$524,000	\$0	\$0
Professional Services	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
TOTAL COUNTY GOVT	\$5,747,074	\$5,585,120	\$5,400,323	\$4,342,432	\$4,232,339	\$4,122,029	\$3,322,624	\$2,226,376	\$2,193,043

TOTAL DEBT SERVICE	\$18,532,539	\$20,013,630	\$20,459,056	\$19,989,881	\$19,466,741	\$18,947,010	\$16,191,753	\$12,269,290	\$11,942,165
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DEBT SERVICE CHANGE	\$1,153,960	\$1,481,091	\$445,426	-\$469,175	-\$523,140	-\$519,731	-\$2,755,257	-\$3,922,463	-\$327,125
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FROM FY19 BASELINE	\$1,153,960	\$2,635,051	\$3,080,477	\$2,611,302	\$2,088,162	\$1,568,431	-\$1,186,826	-\$5,109,289	-\$5,436,414
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Steve Wyatt noted that major projects underway will continue. Those projects that have not begun are frozen and will be reviewed in January, because construction costs usually provide more value during low economies.

Finance Director Samantha Reynolds stated that staff is monitoring interest rates, and always looking for cost savings by lowering rates when possible. There is new legislation that limits what may be refinanced.

Steve Wyatt reminded the Board that in January when we were working toward projects, things were moving right along, and then times changed slowing us down. When things study out, staff will look at ways to move forward with more school needs.

Debt Service Fund

Debt Service Fund Established in FY2015		Deposit/Appropriation	Running Balance
FY 2015	Deposit - Debt Service Roll-Off	\$923,463	\$923,463
FY 2016	Deposit - Debt Service Roll-Off	\$590,997	\$1,514,460
FY 2017	Deposit - Debt Service Roll-Off	\$1,927,650	\$3,442,110
	Deposit - Transfer from General Fund Debt Service Variance	\$1,490,131	\$4,932,241
FY 2018	Deposit - Debt Service Roll-Off	\$509,649	\$5,441,890
	Deposit - Transfer from General Fund Debt Service Variance	\$2,000,000	\$7,441,890
	Appropriation - Transfer to School Capital Project Fund	(\$800,000)	\$6,641,890
FY 2019	Deposit - Transfer from School Capital Project Fund	\$800,000	\$7,441,890
FY 2020	Appropriation - Transfer to General Fund for Debt Service	(\$1,153,960)	\$6,287,930
	Deposit - Transfer from General Fund Debt Service (FY20 H'ville High)	\$1,794,589	\$8,082,519
FY 2021	Appropriation - Transfer to General Fund for Debt Service	(\$2,635,051)	\$5,447,468

Steve Wyatt stated Henderson County will be able to move forward for three years with this plan without a tax rate increase.

Overview

FY2021 Budget

Included in Proposed Expenditures for Education:

HC Public Schools – Current Expense (Over FY20)	\$1,000,000
BRCC – Operating (Over FY20)	\$ 200,000
BRCC- MRTS	\$ 800,000
Debt Service for Education	<u>\$1,643,045</u>
	\$3,643,045

FY2021 Budget

Excluded from Proposed Expenditures:

HCPublic Schools – MRTS	(\$4,670,760)
BRCC - MRTS	(\$2,313,840)
Dedicated 1 cent for County Capital	(\$1,756,920)
TOTAL	(\$8,741,520)

FY2021 Overview

HENDERSON COUNTY PUBLIC SCHOOLS

- Current Expense = \$29,328,000
 - Increased by \$1,000,000
- Capital Expense = \$1,500,000
- MRTS - \$0
 - 1 year Delay in MRTS funding
 - MRTS Consideration for FY21
 - Flat Rock and Rugby HVAC Units
 - Total Project Cost - \$3,394,224 (includes \$50,000 contingency)
 - \$2M included in FY20 MRTS/\$1.4M needed in FY21
 - Projects on hold or completed with savings = \$1,771,865

HENDERSON COUNTY PUBLIC SCHOOLS
115691

MISSION: The public school system is one comprehensive school district serving the entire County. The missions and system-wide goals are integral to providing exceptional education opportunities to the County's students.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Current Expense	\$ 27,328,000	\$ 28,328,000	\$ 29,328,000	3.5%
Capital Expense	\$ 2,233,938	\$ 1,500,000	\$ 1,500,000	0.0%
Debt Service	\$ 9,021,344	\$ 9,100,157	\$ 12,250,274	34.6%
Total Expenditures	\$ 38,583,282	\$ 38,928,157	\$ 43,078,274	10.7%
Total Revenue	\$ 703,685	\$ 900,000	\$ 900,000	0.0%
Revenue % of Expenditure	2%	2%	2%	

SIGNIFICANT ISSUES

1	Funding for HCPS is increased by \$1 million over FY20.
2	Increase in debt service due to Hendersonville High School.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 The final approved budget from the school system has not been submitted as of the printing of the Budget Message.	\$0	\$0.00000

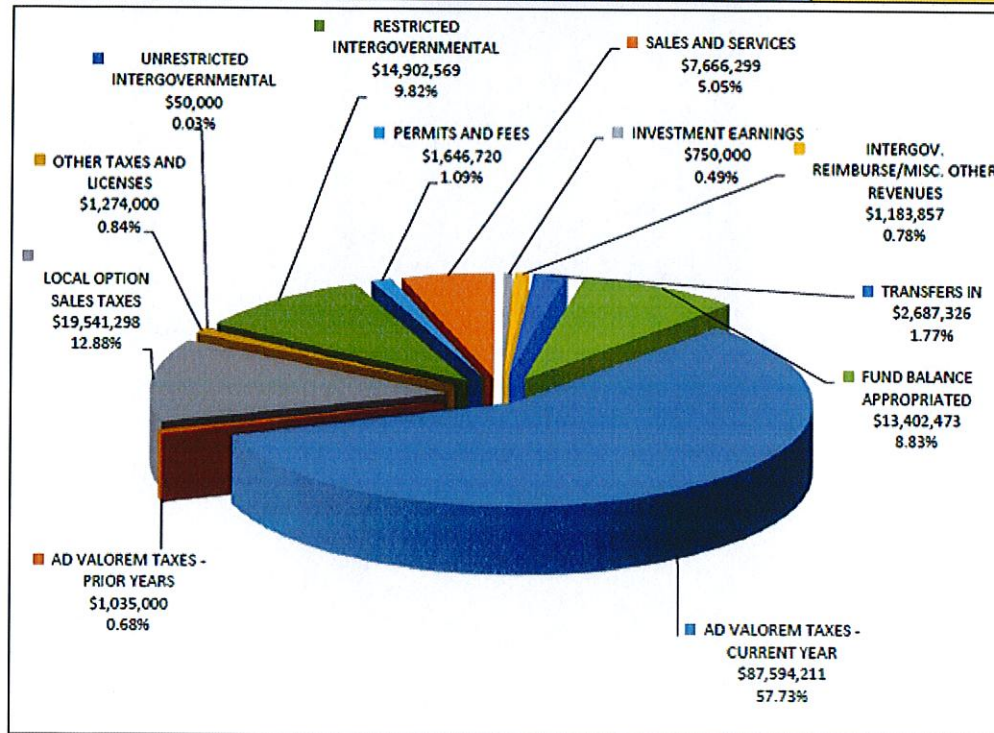
**HENDERSON COUNTY
FY 2020-2021 PROPOSED BUDGET - EXPENDITURES**

EDUCATION	FY 2019-2020	FY 2020-2021	\$ CHANGE	% CHANGE
	REVISED EXPENDITURES	PROPOSED EXPENDITURES	FY20 REVISED TO FY21 PROPOSED	FY20 REVISED TO FY21 PROPOSED
HENDERSON COUNTY PUBLIC SCHOOLS				
Current Expense	\$29,828,000	\$30,828,000	\$1,000,000	3.4%
Debt Service	\$9,100,157	\$12,250,274	\$3,150,117	34.6%
MRTS	\$4,670,760	\$0	(\$4,670,760)	-100.0%
TOTAL HC PUBLIC SCHOOLS	\$43,598,917	\$43,078,274	(\$520,643)	-1.2%
BLUE RIDGE COMMUNITY COLLEGE				
Current Expense	\$4,298,181	\$4,498,181	\$200,000	4.7%
Debt Service	\$1,888,219	\$2,178,236	\$290,017	15.4%
MRTS	\$3,113,840	\$0	(\$3,113,840)	-74.3%
TOTAL BLUE RIDGE COMMUNITY COLLEGE	\$9,300,240	\$7,476,417	(\$1,823,823)	-19.6%
HENDERSON COUNTY GOVERNMENT				
	FY 2019-2020	FY 2020-2021	\$ CHANGE	% CHANGE
	REVISED EXPENDITURES	PROPOSED EXPENDITURES	FY20 REVISED TO FY21 PROPOSED	FY20 REVISED TO FY21 PROPOSED
GENERAL GOVERNMENT				
Governing Body	\$463,826	\$470,443	\$6,617	1.4%
Dues and Non-Profit Contributions	\$537,634	\$404,546	(\$133,088)	-24.8%
County Administration	\$1,045,096	\$1,159,775	\$114,679	11.0%
Human Resources	\$825,428	\$913,823	\$88,395	10.7%
Elections	\$1,321,867	\$991,443	(\$330,424)	-25.0%
Legal	\$806,959	\$852,231	\$45,272	5.6%
Register of Deeds	\$571,282	\$680,483	\$109,201	19.1%
Facility Services / Garage	\$6,089,615	\$5,338,979	(\$750,636)	-12.3%
Court Facilities	\$153,000	\$153,000	\$0	0.0%
Information Technology	\$3,477,635	\$3,919,365	\$441,730	12.7%
Wellness	\$1,083,985	\$1,129,004	\$45,019	4.2%
Non-Departmental Accounts	\$2,794,343	\$860,000	(\$1,934,343)	-69.2%
Transfers From the General Fund	\$4,140,308	\$529,605	(\$3,610,703)	-87.2%
TOTAL GENERAL GOVERNMENT	\$23,310,978	\$17,402,697	(\$5,908,281)	-25.3%
TAXATION AND FINANCE				
Finance	\$927,743	\$936,616	\$8,873	1.0%
Tax Department (Assessor and Collections)	\$2,398,123	\$2,426,127	\$28,004	1.2%
TOTAL TAXATION AND FINANCE	\$3,325,866	\$3,362,743	\$36,877	1.1%
PUBLIC SAFETY				
Sheriff	\$18,180,674	\$18,585,754	\$405,080	2.2%
Detention Facility	\$5,343,720	\$5,678,197	\$334,477	6.3%
Emergency Management / Fire Services	\$1,518,375	\$1,277,865	(\$240,510)	-15.8%
Building Services	\$1,107,001	\$1,096,817	(\$10,184)	-0.9%
Emergency Medical Services	\$6,935,182	\$7,268,733	\$333,551	4.8%
Animal Services	\$706,302	\$726,217	\$19,915	2.8%
Rescue Squad	\$281,360	\$381,360	\$100,000	35.5%
Code Enforcement Services	\$307,576	\$308,878	\$1,302	0.4%
TOTAL PUBLIC SAFETY	\$34,380,190	\$35,323,821	\$943,631	2.7%

HENDERSON COUNTY GOVERNMENT	FY 2019-2020	FY 2020-2021	\$ CHANGE	% CHANGE
	REVISED EXPENDITURES	PROPOSED EXPENDITURES	FY20 REVISED TO FY21 PROPOSED	FY20 REVISED TO FY21 PROPOSED
ENVIRONMENTAL PROTECTION				
Forestry Services	\$58,046	\$107,855	\$49,809	85.8%
Cooperative Extension	\$468,349	\$459,342	(\$9,007)	-1.9%
TOTAL ENVIRONMENTAL PROTECTION	\$526,395	\$567,197	\$40,802	7.8%
PLANNING & ECONOMIC DEVELOPMENT				
Soil & Water Conservation	\$565,033	\$380,089	(\$184,944)	-32.7%
Site Development / Project Management	\$432,696	\$488,179	\$55,483	12.8%
Planning	\$659,991	\$760,424	\$100,433	15.2%
Heritage Museum	\$100,000	\$100,000	\$0	0.0%
Economic Development	\$1,490,225	\$776,253	(\$713,972)	-47.9%
Agri-Business Development	\$157,870	\$163,980	\$6,110	3.9%
TOTAL PLANNING & ECONOMIC DEVELOPMENT	\$3,405,815	\$2,668,925	(\$736,890)	-21.6%
HUMAN SERVICES				
General Public Health	\$8,142,463	\$8,286,210	\$143,747	1.8%
Environmental Health	\$1,339,998	\$1,426,537	\$86,539	6.5%
Home and Community Care Block Grant	\$792,453	\$792,453	\$0	0.0%
Medical Services	\$60,000	\$60,000	\$0	0.0%
Mental Health	\$528,612	\$528,612	\$0	0.0%
Rural Operating Assistance Program	\$196,095	\$196,095	\$0	0.0%
Social Services - Admin & General Assistance	\$14,344,223	\$14,886,230	\$542,007	3.8%
Social Services - Federal & State Programs	\$4,370,546	\$3,970,612	(\$399,934)	-9.2%
Juvenile Justice Program	\$218,745	\$218,745	\$0	0.0%
Veteran's Services	\$48,652	\$58,817	\$10,165	20.9%
TOTAL HUMAN SERVICES	\$30,041,787	\$30,424,311	(\$382,524)	1.3%
CULTURAL AND RECREATION				
Library	\$3,363,371	\$3,381,943	\$18,572	0.6%
Recreation	\$2,192,457	\$2,462,305	\$269,848	12.3%
TOTAL CULTURAL AND RECREATION	\$5,555,828	\$5,844,248	\$288,420	5.2%
TOTAL COUNTY GOVERNMENT	\$100,546,859	\$95,593,942	(\$4,952,917)	-4.9%
DEBT SERVICE				
Henderson County	\$5,749,574	\$5,585,120	(\$164,454)	-2.9%
TOTAL DEBT SERVICE	\$5,749,574	\$5,585,120	(\$164,454)	-2.9%
TOTAL HENDERSON COUNTY GENERAL FUND BUDGET	\$159,195,590	\$151,733,753	(\$7,461,837)	-4.7%
SPECIAL REVENUE AND ENTERPRISE FUNDS				
	FY 2019-2020 REVISED EXPENDITURES	FY 2020-2021 PROPOSED EXPENDITURES	\$ CHANGE FY20 REVISED TO FY21 PROPOSED	% CHANGE FY20 REVISED TO FY21 PROPOSED
Capital Reserve Fund (21)	\$2,724,177	\$1,556,920	(\$1,167,257)	-42.8%
Reappraisal Reserve Fund (25)	\$1,249,657	\$1,076,716	(\$172,941)	-13.8%
E-911 Fund (28)	\$667,564	\$686,053	\$18,489	2.8%
Public Transit Fund (33)	\$1,379,799	\$1,772,240	\$392,441	28.4%
HCPS - Maintenance/Repairs/Technology/Security (44)	\$4,670,760	\$0	(\$4,670,760)	-100.0%
BRCC - Maintenance/Repairs/Technology/Security (45)	\$3,113,840	\$0	(\$3,113,840)	-74.3%
Debt Service Fund (50)	\$0	\$0	\$0	0.0%
Solid Waste (60)	\$7,935,371	\$7,378,882	(\$556,489)	-7.0%
Cane Creek Water and Sewer District (61)	\$5,043,562	\$0	(\$5,043,562)	-100.0%
Justice Academy Sewer Fund (63)	\$69,544	\$60,000	(\$9,544)	-13.7%

**HENDERSON COUNTY
FY 2020-2021 PROPOSED BUDGET - REVENUES**

GENERAL FUND	FY 2020 ADOPTED BUDGET	FY 2020 REVISED BUDGET	FY 2021 PROPOSED BUDGET
AD VALOREM TAXES - CURRENT YEAR	\$86,093,532	\$86,093,532	\$87,594,211
AD VALOREM TAXES - PRIOR YEARS	\$1,035,000	\$1,035,000	\$1,035,000
LOCAL OPTION SALES TAXES	\$24,884,992	\$24,884,992	\$19,541,298
OTHER TAXES AND LICENSES	\$1,211,000	\$3,645,343	\$1,274,000
UNRESTRICTED INTERGOVERNMENTAL	\$38,000	\$38,000	\$50,000
RESTRICTED INTERGOVERNMENTAL	\$15,607,588	\$16,492,755	\$14,902,569
PERMITS AND FEES	\$1,568,400	\$1,568,400	\$1,646,720
SALES AND SERVICES	\$7,671,396	\$7,671,396	\$7,666,299
INVESTMENT EARNINGS	\$500,000	\$500,000	\$750,000
INTERGOV. REIMBURSE/MISC. OTHER REVENUES	\$2,510,467	\$1,295,832	\$1,183,857
TRANSFERS IN	\$0	\$2,473,580	\$2,687,326
FUND BALANCE APPROPRIATED	\$13,458,280	\$13,496,760	\$13,402,473
TOTAL GENERAL FUND REVENUES	\$154,578,655	\$159,195,590	\$151,733,753



Superintendent Bo Caldwell joined the meeting. He stated he is honored to be the Superintendent at this time. Doors were closed Friday with no chance for teachers to tell students goodbye.

During this Pandemic they have:

- 1) Served 6,000 – 7,000 meals each day at no cost.
- 2) Provided childcare to emergency workers free of charge.
- 3) Taught the students from their homes.

Mr. Caldwell reminded the commission that the Bus Garage was built in 1954 and it must be updated to keep the buses in order. NC State is in the process of doing a 10 year study to determine the school needs for the

entire community.

Local Appropriation for 2019 - 2020

Current Expense	\$28,328,000
Capital Outlay [Annual Maintenance/Safety Enhancements]	\$1,500,000
Capital Outlay [Maintenance, Repairs, Technology, Safety]	\$4,670,760
Total Appropriation for 2019 - 2020	\$34,498,760

Proposed Local Appropriation for 2020 - 2021

Current Expense	\$28,928,000
Capital Outlay [Annual Maintenance/Safety Enhancements]	\$1,500,000
Capital Outlay [COVID19 Re-Entry Planning/Resources]	\$400,000
Capital Outlay [Maintenance, Repairs, Technology, Safety]	Hold
Total Appropriation Request for 2020 - 2021	\$30,828,000

Proposed 2020 - 2021 Local Current Expense

Est. Cost

Increase of Employee Salaries / Benefits and District Needs

Retirement and Hospitalization Increase	\$325,000
Increase to Charter School Enrollment	\$70,000
Utility Cost Increase	\$50,000
Increase to LINQ Software (Finance/Payroll) Subscription [+\$2/ADM]	\$25,000

Subtotal \$470,000

Increase in Student Safety and Well-Being

Addition of 1 Assistant Principal	\$70,000
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Subtotal \$70,000

Increase in Student Personalized Learning and Expanded Opportunities

Technology Technician	\$60,000
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Subtotal \$60,000

Increase Total for 2020 - 2021 \$600,000

2019 - 2020 Local Current Expense Budget	\$28,328,000
2020 - 2021 Local Current Expense Budget Request	\$28,928,000

Capital Outlay

- COVID19 Re-Entry Planning/Resources
- Annual Maintenance
- Safety Enhancements
- Asset Preservation & Planning/Design [MRTS]
- Asset Renovation & Expansion [MRTS]

2020 - 2021 Total Budget Allocation Request

Proposed Local Appropriation for 2020 - 2021

Current Expense	\$28,928,000
Capital Outlay [Annual Maintenance/Safety Enhancements]	\$1,500,000
Capital Outlay [COVID19 Re-Entry Planning/Resources]	\$400,000
Capital Outlay [Maintenance, Repairs, Technology, Safety]	Hold

Total Appropriation Request for 2020 - 2021 \$30,828,000

FY2021 Overview

BLUE RIDGE COMMUNITY COLLEGE

- Current Expense = \$4,498,181
 - Increased by \$200,000
- MRTS- \$800,000
 - \$500,000 – Funds Heggoy/Huggins Property Purchase currently under Contract
 - \$300,000 – Funds the remainder of the Architectural Services for the new construction project
 - Y20 Funding for Continuing Education Building, \$326,725 currently on hold, would roll over into FY21 and be available for the completion of that project.

BLUE RIDGE COMMUNITY COLLEGE
115692

MISSION: The County is responsible for assisting the local community college with certain operational and personnel expenses as well as facility maintenance and debt service.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Operating/Capital Expense	\$ 4,256,273	\$ 4,298,181	\$ 4,498,181	4.7%
Debt Service	\$ 1,937,207	\$ 1,888,219	\$ 2,178,236	15.4%
Total Expenditures	\$ 6,193,480	\$ 6,186,400	\$ 6,676,417	7.9%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1 Funding for BRCC Operations / Capital is increased by \$200,000 over FY20.
--

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Additional Operations funding request	\$253,152	\$0.00160

Dr. Laura Leatherwood joined the meeting. She stated BRCC is sticking with their previous plan. She thanked the Board for the investment and feels the return will be worth the investment. Work is underway on the Continuing Education Building.

Commissioner Edney asked Dr. Leatherwood is she has considered using incentives for continued education for the Long-Term Care facilities and Childcare centers. We need to find ways to work with them and help to get the pay wages increased for these workers.

DUES AND NON-PROFIT CONTRIBUTIONS

115402

MISSION: The Board of County Commissioners provides grant funding to non-profit agencies on an annual basis. All non-profits receiving funding enter into a performance contract with the County for the fiscal year.

Expenditures by Category	FY 2019 BUDGET	FY 2020 BUDGET	FY 2021 REQUESTED	FY 2021 PROPOSED	% CHANGE
Dues and Memberships					
Land of Sky Regional Council	\$ 38,426	\$ 38,426	\$ 38,426	\$ 38,426	0.0%
NC Assoc of County Commissioners	\$ 10,494	\$ 10,494	\$ 11,646	\$ 11,646	11.0%
National Institute of Counties	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966	0.0%
School of Government	\$ 13,783	\$ 13,783	\$ 15,016	\$ 15,016	8.9%
Local Government Transit Match	\$ 9,000	\$ 9,692	\$ 9,692	\$ 9,692	0.0%
Land of Sky Regional Council MPO Match	\$ 20,000	\$ 20,000	\$ 22,865	\$ 22,865	14.3%
SUB-TOTAL	\$ 93,669	\$ 94,361	\$ 99,611	\$ 99,611	5.6%
Non-Profits					
American Legion Baseball	\$ 5,000	\$ -	\$ -	\$ -	0.0%
Arts Council of Henderson County	\$ 2,602	\$ 1,301	\$ 6,000	\$ -	-100.0%
Boy Scouts	\$ 5,000	\$ 5,000	\$ -	\$ -	-100.0%
Flat Rock Playhouse	\$ 14,063	\$ 12,032	\$ 25,000	\$ -	-100.0%
Hendersonville Community Theater	\$ 5,625	\$ -	\$ 10,000	\$ -	0.0%
SUB-TOTAL	\$ 32,290	\$ 18,333	\$ 41,000	\$ -	-100.0%
Human Service Non-Profits					
Blue Ridge Literacy Council	\$ 10,000	\$ 10,000	\$ 15,000	\$ 10,000	0.0%
Boys and Girls Club	\$ 10,000	\$ 10,000	\$ -	\$ -	-100.0%
Children & Family Resource Center	\$ 17,340	\$ 17,340	\$ 17,340	\$ 17,340	0.0%
Council on Aging	\$ 36,075	\$ 36,075	\$ 40,000	\$ 36,075	0.0%
Eliada Homes, Inc.	\$ -	\$ -	\$ 15,000	\$ -	0.0%
First Contact Ministries	\$ -	\$ 5,000	\$ -	\$ -	-100.0%
The Free Clinics - Medifind/Volunteer Program	\$ 27,645	\$ 27,645	\$ 29,145	\$ 27,645	0.0%
Henderson County Young Leaders Program (Campify)	\$ -	\$ -	\$ 5,000	\$ -	0.0%
Housing Assistance Corporation	\$ 11,750	\$ 11,750	\$ 20,000	\$ 11,750	0.0%
Interfaith Assistance Ministry	\$ -	\$ 5,000	\$ -	\$ -	-100.0%
Mediation Center	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500	0.0%
Medical Loan Closet	\$ 4,500	\$ 4,500	\$ 5,000	\$ 4,500	0.0%
Only Hope WNC	\$ 18,000	\$ 18,000	\$ 19,000	\$ 18,000	0.0%
Only Hope WNC Expansion Grant (one-time)	\$ -	\$ -	\$ 5,000	\$ -	0.0%
Open Arms Crisis Pregnancy Center	\$ -	\$ -	\$ 40,000	\$ -	0.0%
Open Arms Crisis Pregnancy Center Parking Lot	\$ -	\$ -	\$ 34,000	\$ -	0.0%
Pisgah Legal Services	\$ 35,000	\$ 20,000	\$ 60,000	\$ 20,000	0.0%
Safelight	\$ 47,500	\$ 47,500	\$ 50,000	\$ 47,500	0.0%
St. Gerard House	\$ 20,000	\$ 50,000	\$ 50,000	\$ 50,000	0.0%
Teddy and Friends, Inc.	\$ -	\$ -	\$ 60,000	\$ -	0.0%
United Way 211 Program	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	0.0%
Vocational Solutions	\$ 41,625	\$ 41,625	\$ 41,625	\$ 41,625	0.0%
Vocational Solutions- Roofing Match	\$ -	\$ 50,000	\$ -	\$ -	-100.0%
WCCA: Medical Transportation	\$ 11,100	\$ 11,100	\$ -	\$ -	-100.0%
WCCA: Community Transportation Grant Match	\$ 38,905	\$ 38,905	\$ -	\$ -	-100.0%
Western NC Toys for Tots	\$ -	\$ -	\$ 15,000	\$ -	0.0%
SUB-TOTAL	\$ 349,940	\$ 424,940	\$ 541,610	\$ 304,935	-28.2%
Total Expenditures	\$ 475,899	\$ 537,634	\$ 682,221	\$ 404,546	-24.8%

There was concern of the political opinions given by NACO. *It was consensus of the Board to discontinue our membership with NACO and remove the fee from the budget.*

UNFUNDED EXPANSION BUDGET REQUESTS

		\$ REQUEST	TRE
1	Arts Council of Henderson County has requested \$6,000 for FY21.	\$ 6,000	\$0.00004
2	Flat Rock Playhouse has requested \$25,000 for FY21.	\$ 25,000	\$0.00016
3	Hendersonville Community Theatre has requested \$10,000 for FY21.	\$ 10,000	\$0.00006
4	Blue Ridge Literacy Council has requested \$15,000 for FY21.	\$ 5,000	\$0.00003
5	Council on Aging has requested \$40,000 for FY21.	\$ 3,925	\$0.00002
6	Eliada Homes, Inc. has requested \$15,000 for FY21.	\$ 15,000	\$0.00009
7	The Free Clinics has requested \$29,145 for FY21.	\$ 1,500	\$0.00001
8	Henderson County Young Leaders Program (Campify) has requested \$5,000 for FY21.	\$ 5,000	\$0.00003
9	Housing Assistance Corporation has requested \$20,000 for FY21.	\$ 8,250	\$0.00005
10	Medical Loan Closet has requested \$5,000 for FY21.	\$ 500	\$0.00000
11	Only Hope WNC has requested \$19,000 for FY21.	\$ 1,000	\$0.00001
12	Only Hope WNC has requested \$5,000 for a one-time expansion grant for FY21.	\$ 5,000	\$0.00003
13	Open Arms Crisis Pregnancy Center has requested \$40,000 for FY21.	\$ 40,000	\$0.00025
14	Open Arms Crisis Pregnancy Center has requested \$34,000 for a parking lot for FY21.	\$ 34,000	\$0.00022
15	Pisgah Legal Services has requested \$60,000 for FY21.	\$ 40,000	\$0.00025
16	Safelight has requested \$50,000 for FY21.	\$ 2,500	\$0.00002
17	Teddy and Friends, Inc. has requested \$60,000 for FY21.	\$ 60,000	\$0.00038
18	Western NC Toys for Tots has requested \$15,000 for FY21.	\$ 15,000	\$0.00009

Amy Brantley shared that WCCA did not provide application on-line but sent in a paper copy. It is at the discretion of the Board if they wish to add them to the funded non-profits. It would be a \$50,000 addition.

The Board asked that staff share non-profit applications with them for review and further discussion.

**SHERIFF
115431**

MISSION: The mission of the Henderson County Sheriff's Office is to serve our community by reducing, preventing and investigating crime. We enforce the law to maintain peace and security for our citizens. We strive to be a highly trained and dedicated team of professionals who hold ourselves to high ethical standards.

PERFORMANCE SUMMARY	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Estimate	2021 Goal	TARGET
Maintain Part 1 Crimes in identified high crime areas of Henderson County by 15% from 2015 levels	555	467	496	456	457	460	474	15% Reductions
Maintain the Breaking & Entering & Larceny reduction of 15% from 2013 levels	1,132	937	968	959	851	900	962	15% Reductions

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	175	176	176	0.0%
Part Time	0	0	0	0.0%
Project	1	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 13,892,835	\$ 15,184,116	\$ 15,828,592	4.2%
Operating	\$ 2,297,043	\$ 2,160,192	\$ 2,238,688	3.6%
Capital	\$ 956,350	\$ 836,366	\$ 518,474	-38.0%
Total Expenditures	\$ 17,146,228	\$ 18,180,674	\$ 18,585,754	2.2%
Total Revenue	\$ 1,393,527	\$ 1,356,755	\$ 1,289,684	-4.9%
Revenue % of Expenditure	8%	7%	7%	

SIGNIFICANT ISSUES

1	Slight increase in operating costs primarily due to increased funding for automotive supplies, fuel costs, the drug enforcement program, postage and medical services.
2	Several services re-categorized from professional services to contracted services.
3	Decrease in capital expenditures primarily due to number of replacement vehicles funded.

Sheriff Griffin joined the meeting. Sheriff Griffin feels body cameras are essential for the Sheriff's Office. He would still like to move forward and use Asset Forfeiture Funding. This is a public expectation at this point, and officers want them also. Sheriff Griffin stated the cost to maintain the cameras is approximately \$27,000 per year. He asked that the Board look at future budgets for consideration of these expense. He feels he can obtain the cameras in a 60 day's timeframe.

Steve Wyatt reminded the Board that there are other funds which could be utilized for priority items without being part of the budget.

Commissioner Edney made the motion that the Board authorize expenditure of Asset Forfeiture Funds to purchase body cameras for the Sheriff's Department with a cost not to exceed \$67,072.00. All voted in favor and the motion carried.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 (1) Deputy - Animal Enforcement	\$57,526	\$0.00036
2 (1) Deputy - Court House	\$56,180	\$0.00036
3 (4) Deputy- Patrol Division (\$56,180.25 ea.)	\$224,721	\$0.00142
4 Weapons & tactical devices - for new positions	\$5,454	\$0.00003
5 Automotive supplies - for new positions	\$54,426	\$0.00034
6 (6) New vehicles - for new positions	\$172,830	\$0.00109
7 Technology Items - (6) printers & MDTs - for new positions	\$22,200	\$0.00014
8 (6) WatchGuard In-Car camera w/wireless - for new positions	\$33,420	\$0.00021
9 (6) Axon X26P tasers, portable radios & mobile radios - for new positions	\$16,026	\$0.00010
10 (80) Body cameras	\$67,072	\$0.00042
11 (2) Covert enforcement pole cameras	\$19,990	\$0.00013
12 ADS button camera - night view	\$6,200	\$0.00004
13 Blue Vigil ground tether - drone	\$7,810	\$0.00005
14 Replacement Horse Trailer	\$7,604	\$0.00005
15 FLIR Tactical Handheld Thermal Monocular	\$3,599	\$0.00002
16 DJI Mavic w/ FLIR Drone - Patrol	\$4,319	\$0.00003
17 (8) Unfunded replacement vehicles	\$235,665	\$0.00149
18 Unfunded request to replace (4) Chargers with Durangos	\$28,244	\$0.00018
19 Automotive supplies	\$11,724	\$0.00007
20 Departmental supplies & materials	\$15,000	\$0.00009
21 Weapons & tactical devices	\$24,521	\$0.00016
22 Technology Item - Fujitsu scanner for Sheriff's Admin	\$860	\$0.00001
23 Technology Item - (2) Clearview facial recognition software	\$4,000	\$0.00003
24 Technology Item - (7) Printers for vehicle replacements	\$2,800	\$0.00002
25 Technology Item - Imprivata Single Sign-On (auto un-lock for computers in dispatch)	\$19,735	\$0.00012
26 Technology Item - (2) Covertrack Stealth Tracking Device	\$4,306	\$0.00003
27 Technology Item - (12) Sling Software - scheduling extra duty	\$3,600	\$0.00002

DETENTION FACILITY
115432

MISSION: The mission of the Henderson County Sheriff's Office is to serve our community by reducing, preventing and investigating crime. We enforce the law to maintain peace and security for our citizens. We strive to be a highly trained and dedicated team of professionals who hold ourselves to high ethical standards.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Percent of inmates who attend referrals after release	Not Measured	Not Measured	Not Measured	Not Measured	Not Measured	6%	10%	20%
Number of PREA incidents reported annually per average daily inmate population	Not Measured	Not Measured	0.01%	0.01%	0.00%	0.00%	0.00%	< 1%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	51	56	56	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 3,321,145	\$ 4,032,707	\$ 4,243,435	5.2%
Operating	\$ 1,269,037	\$ 1,311,013	\$ 1,434,762	9.4%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 4,590,182	\$ 5,343,720	\$ 5,678,197	6.3%
Total Revenue	\$ 289,536	\$ 150,800	\$ 236,500	56.8%
Revenue % of Expenditure	6%	3%	4%	

SIGNIFICANT ISSUES

1	Continued increase in the average daily inmate population anticipated for FY21.
2	Increase in personnel costs due to the addition of (5) detention officers for FY20.
3	Increase in operating costs primarily due to increased funding for cleaning supplies, fuel and M&R equipment costs.
4	5.1% increase in contract for medical services for FY21.
5	Several services moved from contracted services to professional services for correct allocation of costs.

UNFUNDED BUDGET REQUESTS:

	\$ REQUEST	TRE	
1	Reclassification of (12) Detention deputies to Patrol deputy pay	\$33,057	\$0.00021

Sheriff Griffin asked the Board to reconsider the Reclassification of Detention deputies request. There are 12 sworn officers working in the Detention Center that should receive the same pay as other deputies.

It was consensus of the Board to include the Reclassification of (12) Detention deputies to Patrol deputy pay at a cost of \$33,057.

EMERGENCY COMMUNICATIONS (E-911)

285411

MISSION: The Emergency Communications (E-911) Fund accounts for the revenues and the expenses associated with the County's emergency communications / dispatch system. The surcharge for E911 use offsets the expenses for this fund.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 632,969	\$ 667,564	\$ 686,053	2.8%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 632,969	\$ 667,564	\$ 686,053	2.8%
Total Revenue	\$ 712,587	\$ 667,564	\$ 686,053	2.8%
Revenue % of Expenditure	113%	100%	100%	

SIGNIFICANT ISSUES

1	Increase in technology costs due to Nutanix (computing system which runs 911 systems) upgrade.
2	Slight increase in M&R equipment costs due to radio console maintenance costs.

UNFUNDED BUDGET REQUESTS: NONE

SOCIAL SERVICES

115531/115535/115536

MISSION: The Henderson County Department of Social Services is dedicated to the promotion of the health, well-being and general welfare of all families in our county, making full use of both department and community resources. We seek to provide the elderly, children, disabled and families a maximum opportunity for self-sufficiency and independence in homes free of abuse, neglect and exploitation. We strive to accomplish this mission by being accountable to State requirements and community expectations in a manner compassionate and responsive to human need.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Percent of annual expenditures within budget	100%	100%	100%	100%	100%	100%	100%	100%
Percent of Federal, State & available monies drawn down to minimize county funding	100%	100%	100%	100%	100%	100%	100%	100%
Percent of employee turnover annually	13%	14%	16%	13%	11%	16%	12%	10%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	187	187	187	0.0%
Part Time	1	1	1	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 11,622,149	\$ 12,483,455	\$ 12,914,972	3.5%
Operating	\$ 4,609,476	\$ 6,231,314	\$ 5,941,870	-4.6%
Capital	\$ 22,866	\$ -	\$ -	0.0%
Total Expenditures	\$ 16,254,490	\$ 18,714,769	\$ 18,856,842	0.8%
Total Revenue	\$ 9,605,780	\$ 10,457,319	\$ 9,520,665	-9.0%
Revenue % of Expenditure	59%	56%	50%	

SIGNIFICANT ISSUES

1	Slight decrease in operating expenses due to reductions in Federal & State program funding.
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UNFUNDED BUDGET REQUESTS:

		\$ REQUEST	TRE
1	2020 Ford Escape	\$25,945	\$0.00016

PUBLIC HEALTH
115510

MISSION: To promote, protect and advance the health and wellness of our community.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Partner with local hospitals and participate in regional and county action planning.	100%	100%	100%	100%	100%	100%	100%	100%
Complete action plans and submit to State on schedule.	100%	100%	100%	100%	100%	100%	100%	100%
Complete community health assessments, improvement plans or state of the county's health reports annually as required.	100%	100%	100%	100%	100%	100%	100%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	77	78	78	0.0%
Part Time	3	2	2	0.0%
Project	12	11	11	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 5,959,724	\$ 6,746,729	\$ 6,940,374	2.9%
Operating	\$ 1,038,367	\$ 1,335,012	\$ 1,345,836	0.8%
Capital	\$ -	\$ 60,722	\$ -	-100.0%
Total Expenditures	\$ 6,998,090	\$ 8,142,463	\$ 8,286,210	1.8%
Total Revenue	\$ 4,087,293	\$ 2,858,526	\$ 3,013,374	5.4%
Revenue % of Expenditure	58%	35%	36%	

SIGNIFICANT ISSUES

1	Slight increase in personnel costs due to new model for school nurse coverage.
2	Increases in contracted services primarily due to an increase in the EHR initiative; the addition of a Jail Health Navigator for the Substance Abuse Task Force and the Community Linkages to Care grant for The Free Clinics.
3	\$5,000 included for physical space assessment & planning project (total project = \$25,000).
4	Decrease in capital expenditures due to one-time purchase of vehicle and ultrasound system in FY20.

UNFUNDED BUDGET REQUESTS:

		\$ REQUEST	TRE
1	NavEx Software (used to streamline policy changes)	\$6,602	\$0.00004

ENVIRONMENTAL HEALTH
115512

MISSION: To promote, protect and advance the health and wellness of our community.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
100% of required food/lodging inspections completed	100%	100%	67%	100%	100%	100%	100%	100%
Number of inspections	1,563	1,563	1,256	1,626	1,696	1,750	1,750	1,770
Number of septic permits issued (total)	1,792	1,897	1,822	1,897	2,098	2,000	2,000	2,000

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	14	15	15	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 1,062,789	\$ 1,197,110	\$ 1,257,835	5.1%
Operating	\$ 81,754	\$ 116,925	\$ 122,902	5.1%
Capital	\$ 40,771	\$ 25,963	\$ 45,800	76.4%
Total Expenditures	\$ 1,185,314	\$ 1,339,998	\$ 1,426,537	6.5%
Total Revenue	\$ 300,653	\$ 310,000	\$ 310,000	0.0%
Revenue % of Expenditure	25%	23%	22%	

SIGNIFICANT ISSUES

1	Slight increase in personnel costs due to addition of Environmental Health Specialist for FY20.
2	Slight increase in operating costs primarily due to the shift of staff to county phones and mobile inspections.
3	Increase in capital expenses due to necessary replacement of (2) vehicles.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Environmental Health Specialist	\$65,760	\$0.00042
2 Adjoining cubicles & single pedestal desk - for new position	\$1,427	\$0.00001
3 Adjoining cubicles & single pedestal desk - for existing position	\$1,428	\$0.00001
4 2020 Ford Fusion - for new position	\$19,000	\$0.00012
5 11-inch iPad Pro w/ Wi-Fi + Cellular - for new position	\$1,800	\$0.00001

GOVERNING BODY
115401

MISSION: To lead our community; to promote individual responsibility and equal opportunity; to protect life and property; to provide efficient, innovative and quality public services; to provide services required by Federal and State mandates; to stimulate economic growth and regional cooperation and to balance the preservation and utilization of all of our resources.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Complete follow-up from Board meeting within 48 hours after conclusion	Not Measured	Not Measured	Not Measured	Not Measured	Not Measured	100%	100%	100%

Videos of meetings posted to website within 24 hours of receipt	Not Measured	Not Measured	Not Measured	Not Measured	Not Measured	100%	100%	100%
Meeting minutes completed within 30 days	100%	100%	100%	100%	100%	100%	100%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	1	1	1	0.0%
Part Time	5	5	5	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 253,128	\$ 275,877	\$ 293,618	6.4%
Operating	\$ 148,202	\$ 187,949	\$ 176,825	-5.9%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 401,330	\$ 463,826	\$ 470,443	1.4%
Total Revenue	\$ -	\$ -	\$ -	0.0%

SIGNIFICANT ISSUES:

1 Slight decrease in operating expenses due to a one-time expense for a phone upgrade budgeted for in FY20.

UNFUNDED BUDGET REQUESTS: NONE

COUNTY ADMINISTRATION
115403/115404

MISSION: To effectively and efficiently implement the policies of the Board of Commissioners.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Budget Amendments posted within 5 business days of approval	94.7%	89.7%	96.4%	95.3%	97.3%	99.2%	95.0%	95.0%
% of Performance Management Audits Completed	100%	50%	50%	25%	25%	25%	50%	50%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	5	5	5	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 888,738	\$ 951,270	\$ 1,069,259	12.4%
Operating	\$ 62,654	\$ 93,826	\$ 90,516	-3.5%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 951,392	\$ 1,045,096	\$ 1,159,775	11.0%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1 No significant issues for FY21. Operating expenses remain consistent with FY20 budget levels.

UNFUNDED BUDGET REQUESTS: NONE

HUMAN RESOURCES
115405

MISSION: To attract, develop and retain top talent by providing exceptional customer service through our partnerships, operations, guidelines and support thereby allowing our employees to deliver quality services to the citizens of Henderson County.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Ensure employees complete required safety training each year.	100%	100%	100%	100%	100%	100%	100%	100%
Maintain reasonable average turnover comparable to market.	12%	12%	12%	11%	13%	16%	<14%	<14%
Inspection of all county facilities for safety compliance with NIOSH and county policy each year.	Not measured	Not measured	Not measured	Not measured	Not measured	Not measured	100%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	7	7	7	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 661,813	\$ 695,081	\$ 714,480	2.8%
Operating	\$ 103,104	\$ 130,347	\$ 199,343	52.9%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 764,917	\$ 825,428	\$ 913,823	10.7%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

- 1 Slight increase in personnel costs due to addition of an auxiliary HR Assistant in FY20.
- 2 Increase in operating expenses for implementation of an Appreciation Rounds program & enhanced staff training.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Temp/PT/Auxiliary Wages (\$4,500 + \$345 FICA)	\$4,845	\$0.00003
2 HR Specialist	\$60,660	\$0.00038
3 Desk with Hutch - new employee expense	\$2,500	\$0.00002
4 Computer, dual screens, Fujitsu scanner, printer - new employee expense	\$2,600	\$0.00002

ELECTIONS
115408

MISSION: Ensure accurate, honest and fair elections to Henderson County citizens in an efficient and timely manner.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Number of registered voters	78,000	79,000	82,000	84,000	81,000	83,000	82,000	82,000
Ensure all office staff attend 100% of education and training classes provided by the State Board of Elections	5	2	3	3	3	5	10	10
Number of voters utilizing One Stop Voting	1,757	37,511	433	25,527	489	25,000	40,000	45,000

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	5	6	6	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 463,945	\$ 594,657	\$ 598,073	0.6%
Operating	\$ 376,294	\$ 727,210	\$ 393,370	-45.9%
Capital	\$ 299,813	\$ -	\$ -	0.0%
Total Expenditures	\$ 1,140,052	\$ 1,321,867	\$ 991,443	-25.0%
Total Revenue	\$ 2,665	\$ 16,350	\$ 470	-97.1%
Revenue % of Expenditure	0%	1%	0%	

SIGNIFICANT ISSUES

1	Significant reduction in operating expenses due to voting equipment purchase in FY20 of \$323,490.
2	Computer software maintenance agreement moved to Professional Services.
3	Slight decrease in M&R equipment due to purchase of new voting equipment.
4	Significant decrease in revenue due to election cycle.

UNFUNDED BUDGET REQUESTS: NONE

LEGAL
115416

MISSION: To provide timely, high-quality legal services to the Henderson County Board of Commissioners and the Departments of Henderson County Government.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Review contracts prior to execution to insure legal compliance within 5 business days	Not Measured	Not Measured	90%	85%	83%	100%	85%	100%
Draft juvenile petitions within 2 business days of complete request	95%	100%	100%	95%	90%	100%	100%	100%
Successfully conclude county litigation (non-DSS)	100%	85%	85%	85%	100%	84%	85%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	7	7	7	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 775,827	\$ 743,799	\$ 790,397	6.3%
Operating	\$ 41,641	\$ 63,160	\$ 61,834	-2.1%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 817,468	\$ 806,959	\$ 852,231	5.6%
Total Revenue	\$ 420,681	\$ 456,887	\$ 273,310	-40.2%
Revenue % of Expenditure	51%	57%	32%	

SIGNIFICANT ISSUES

1	Decrease in revenue due to merger of Cane Creek with MSD which will result in reduced cost allocations for FY21.
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UNFUNDED BUDGET REQUESTS: NONE

REGISTER OF DEEDS
115418

MISSION: To provide accurate records management and knowledgeable customer service.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Percentage of documents recorded that meet NC Recording Standards	100%	100%	100%	100%	100%	100%	100%	100%
All employees certified by the State of North Carolina in their assigned positions (NCARD certification)	0%	20%	40%	80%	60%	67%	67%	100%
Number of years completed in scanning birth certificates from prior years	Not measured	Not measured	Not measured	Not measured	3	5	5	5

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	5	6	6	0.0%
Part Time	1	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 386,503	\$ 447,237	\$ 450,908	0.8%
Operating	\$ 129,418	\$ 124,045	\$ 229,575	85.1%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 515,922	\$ 571,282	\$ 680,483	19.1%
Total Revenue	\$ 643,927	\$ 604,500	\$ 638,500	5.6%
Revenue % of Expenditure	125%	106%	94%	

SIGNIFICANT ISSUES

1	Significant increase in contracted services includes funding for the remainder of Phase 2 and Phase 3 of the deed book digitization project. Digitization project does utilize AEPF funds.
2	Increased funding for printing & binding due to a higher volume of documents being recorded.

UNFUNDED BUDGET REQUESTS: NONE

FACILITY SERVICES
115419/115420

MISSION: The mission of Henderson County Facility Services and Garage Division is to provide management of County Facilities, vehicles and equipment, focusing on providing high levels of safety, value and customer service to the County's Departments and Citizens.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Repairs / requests completed within 24 hours (Garage)	1	85%	87%	88%	90%	92%	94%	100%
Initiate action plan to complete work order within 72 business hours	90%	90%	90%	90%	92%	94%	95%	100%
Perform all preventive maintenance by the scheduled date	Not measured	Not measured	5%	10%	12%	15%	20%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	28	29	29	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 1,613,481	\$ 1,743,419	\$ 1,807,598	3.7%
Operating	\$ 3,066,134	\$ 3,990,413	\$ 3,508,981	-12.1%
Capital	\$ 208,113	\$ 355,783	\$ 22,400	-93.7%
Total Expenditures	\$ 4,887,728	\$ 6,089,615	\$ 5,338,979	-12.3%
Total Revenue	\$ 73,144	\$ 90,000	\$ 75,000	-16.7%
Revenue % of Expenditure	1%	1%	1%	

SIGNIFICANT ISSUES

1	Reduced operating expenses primarily due to reduction in planned projects for FY21.
2	Significant decrease in capital due to one-time equipment & vehicle purchases in FY20.
3	Significant increase in CNG fuel costs due to efforts to correctly allocate CNG expenditures by department.
4	Revenues based on anticipated CNG sales.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 (2) Maintenance Tech 3 (\$48,912 ea.)	\$97,824	\$0.00062
2 Maintenance Assistant	\$40,217	\$0.00025
3 F250 w/ Service Body (for new Maintenance Tech 3)	\$38,275	\$0.00024
4 Ford Escape SUV (to replace F250 to be allocated for new Maintenance Tech 3)	\$25,945	\$0.00016
5 Knapheide Service Body for F250 (to be allocated for new Maintenance Tech 3)	\$6,215	\$0.00004
6 Craig snowpusher blade w/ bracket for Volvo loader	\$7,950	\$0.00005
7 72" parking lot sweeper attachment for skid steer	\$3,200	\$0.00002
8 80" dozer blade attachment for skid steer	\$3,600	\$0.00002
9 Powr-Flite 17' floor buffer	\$714	\$0.00000
10 Powr-Flite orbital square floor machine	\$1,410	\$0.00001
11 Powr-Flite 28" floor sweeper	\$1,725	\$0.00001
12 66" snowblower attachment for skid steer	\$4,200	\$0.00003
13 Ford Explorer SUV	\$31,043	\$0.00020
14 Planned Projects	\$258,573	\$0.00164
15 16' x 20' carport for used tire storage (Garage)	\$2,250	\$0.00001

COURT FACILITIES

115421

MISSION: Henderson County is responsible for providing the general needs of the County courthouse and facilities. This account includes the purchase of all law books and periodical subscriptions, supplies and capital outlay for the court facilities. Also included is general maintenance, improvements and utilities used by the court facilities.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 189,503	\$ 153,000	\$ 153,000	0.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 189,503	\$ 153,000	\$ 153,000	0.0%
Total Revenue	\$ 113,722	\$ 153,000	\$ 153,000	0.0%
Revenue % of Expenditure	60%	100%	100%	

SIGNIFICANT ISSUES

1	No significant issues for FY21. Operating expenses remain consistent with FY20 budget levels.
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UNFUNDED BUDGET REQUESTS: NONE

INFORMATION TECHNOLOGY
115422

MISSION: To work in partnership with Henderson County departments to manage IT resources and provide IT services which assist in the pursuit of Henderson County's mission.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Number of end user training sessions held	Not measured	Not measured	Not measured	Not measured	Not measured	Not measured	12	12
Projects successfully completed	85%	94%	95%	94%	Not measured	90%	95%	95%
Tickets resolved within established SLA	Not measured	Not measured	Not measured	Not measured	Not measured	Not measured	75%	75%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	13	14	14	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 1,070,241	\$ 1,244,808	\$ 1,280,150	2.8%
Operating	\$ 1,649,193	\$ 2,140,558	\$ 1,964,215	-8.2%
Capital	\$ 46,737	\$ 92,269	\$ 675,000	631.6%
Total Expenditures	\$ 2,766,170	\$ 3,477,635	\$ 3,919,365	12.7%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Significant increase in capital technology expenses due to county-wide phone system upgrade (\$650,000).
2	Cost of legal publications (law library) moved from Court Facilities to IT (& Library) budgets in FY20.
3	Increased amount for telephone & communications based on current expenditures.
4	Slight increase in travel & staff development due to additional staff training requested by new Director.

UNFUNDED BUDGET REQUESTS

		\$ REQUEST	TRE
1	Admin Assistant II	\$51,985	\$0.00033
2	Dept. Supp - NonExpendable	\$193,850	\$0.00123
3	Cap Out - Technology	\$58,500	\$0.00037
4	Contracted Services	\$115,685	\$0.00073
5	Technology (Non-Capital)	\$96,000	\$0.00061

WELLNESS CLINIC
115436

MISSION: To provide quality low cost health services effectively tied to a work environment that promotes the health and well being of all its members.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
% of employees with 3 or more risk factors	13%	13%	16%	11%	8%	10%	10%	< 10%
% of employee participation	98%	98%	97%	98%	99%	99%	100%	100%
Number of embedded Behavioral Health ride-alongs with Emergency Services per year	Not Measured	Not Measured	Not Measured	Not Measured	52	104	52	52

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	6	7	7	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 642,677	\$ 803,183	\$ 837,321	4.3%
Operating	\$ 234,337	\$ 280,802	\$ 291,683	3.9%
Capital	\$ 22,866	\$ -	\$ -	0.0%
Total Expenditures	\$ 899,879	\$ 1,083,985	\$ 1,129,004	4.2%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Slight increase in personnel costs due to addition of a Nurse Practitioner in FY20.
2	Increase in cell phone allowances for new Nurse Practitioner and (2) full-time Counselors.
3	Slight increase for departmental supplies & materials to outfit patient & behavioral health rooms.
4	Increase in professional services needed for behavioral health guest speakers and medical translation services.

UNFUNDED BUDGET REQUESTS:

	\$ REQUEST	TRE
1 L-Desk with bookcase & hutch set	\$2,715	\$0.00002
2 (2) 2-person seat for waiting area	\$1,122	\$0.00001
3 Provider conference table	\$1,149	\$0.00001
4 Small conference table for behavioral health	\$750	\$0.00000
5 Rivet seat for waiting area	\$712	\$0.00000

DEBT SERVICE
115913

MISSION: The Debt Service Budget accounts for the General County debt principal and interest payments for which the County is financially responsible. The account includes general obligation bonds and installment purchase contracts.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
2015 Series LOBs	\$ 1,327,400	\$ 1,329,276	\$ 1,323,413	-0.4%
2013 Refinancing Bonds	\$ 708,440	\$ 681,089	\$ 657,256	-3.5%
2012 Refinancing Bonds	\$ 946,827	\$ 906,799	\$ 869,834	-4.1%
2010 Refinancing Bonds	\$ 77,660	\$ 73,828	\$ 48,492	-34.3%
2010 LEC/Court Services	\$ 692,000	\$ 668,000	\$ 644,000	-3.6%
2016 LOBS	\$ 1,008,524	\$ 991,269	\$ 970,512	-2.1%
2017 Emergency Services	\$ 1,114,513	\$ 1,089,313	\$ 1,064,113	-2.3%
Detention Center	\$ 444,720	\$ -	\$ -	0.0%
Ambulances/EMS Equipment	\$ 42,710	\$ -	\$ -	0.0%
Professional Services	\$ 8,170	\$ 10,000	\$ 7,500	-25.0%
Total Expenditures	\$ 6,370,962	\$ 5,749,574	\$ 5,585,120	-2.9%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	The FY21 Proposed Budget contains debt to be paid down at prescribed levels.
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UNFUNDED BUDGET REQUESTS: NONE

NON-DEPARTMENTAL
115930

MISSION: Non-Departmental funds are budgeted for special county-wide projects.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ (2,923)	\$ 360,000	\$ 360,000	0.0%
Occupancy Tax Transmittal	\$ 2,551,604	\$ 2,434,343	\$ -	-100.0%
Emergency Response Fund	\$ -	\$ -	\$ 500,000	100.0%
Total Expenditures	\$ 2,548,681	\$ 2,794,343	\$ 860,000	-69.2%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Personnel expenses are for worker's compensation and unemployment insurance claims that arise during the fiscal year.
2	Operating expenses are for TDA occupancy taxes. A budget amendment will be processed at the end of FY21 to bring in that revenue and expense.
3	\$500,000 included in the FY21 Proposed Budget is for the Emergency Response Fund to cover anticipated expenses for COVID-19 response not associated with a particular department.

UNFUNDED BUDGET REQUESTS: NONE

Steve Wyatt stated based on his experience, the unknowns and uncertainties, he has included \$500,000 in the Emergency Response Fund should the need arise.

TRANSFERS FROM GENERAL FUND
115980

MISSION: Funds generated from taxes and other revenues are transferred from the General Fund to other County funds in accordance with general accepted accounting principles (GAAP).

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Capital Reserve Fund (Fund 21)	\$ 2,632,219	\$ 1,756,920	\$ -	-100.0%
Transit Fund (Fund 38)	\$ 229,435	\$ 259,799	\$ 275,605	6.1%
Capital Project Fund (Fund 40)	\$ 633,090	\$ 275,000	\$ 200,000	-27.3%
HCPS MRTS Fund (Fund 44)	\$ -	\$ 4,670,760	\$ -	-100.0%
BRCC MRTS Fund (Fund 45)	\$ -	\$ 3,113,840	\$ 800,000	-74.3%
Debt Service (Fund 50)	\$ -	\$ 1,794,589	\$ -	-100.0%
Solid Waste Fund (Fund 60)	\$ 54,000	\$ 54,000	\$ 54,000	0.0%
Total Expenditures	\$ 3,548,744	\$ 11,924,908	\$ 1,329,605	-88.9%
Total Revenue	\$ 243,695	\$ 2,202,667	\$ 2,635,051	19.6%
Revenue % of Expenditure	7%	18%	198%	

SIGNIFICANT ISSUES

1	The FY21 Proposed Budget continues to include a transfer of \$200,000 into the Capital Project Fund for IT Depreciation.
2	The transfer to Capital Projects is reduced by \$75,000 for FY21, as the Permitting and Inspections software will be purchased during FY20.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Annual transfer to the Capital Reserve Fund for Future County Capital	\$1,556,920	\$0.00985
2 MRTS (Maintenance, Repair, Technology & Security) for HCPS	\$4,670,760	\$0.02955
3 MRTS (Maintenance, Repair, Technology & Security) for BRCC	\$2,313,840	\$0.01464

FINANCE
115413

MISSION: The Henderson County Finance Department's mission is to manage the financial affairs of the County in a fiscally responsible and effective manner in accordance with all federal, state and local regulations while providing quality services to our customers.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Perform closeout of each month within the financial system by the 15th of the following month	100%	100%	100%	100%	100%	100%	100%	100%
Submission date of CAFR to LGC for approval each year	11/13/15	11/14/16	12/12/17	11/21/18	10/23/19	10/31/20	10/31/21	October 31st
Findings reported by Independent Auditors in CAFR related to Financial Reporting	0	1	0	1	0	0	0	0

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	10	10	10	0.0%
Part Time	2	2	2	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 788,939	\$ 846,237	\$ 847,995	0.2%
Operating	\$ 72,623	\$ 81,506	\$ 88,621	8.7%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 861,562	\$ 927,743	\$ 936,616	1.0%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Partial increase in operating expenses to cover allocations for cleaning & janitorial supplies and increased costs for office supplies.
2	Increase in travel & staff development for additional staff training (classes & conferences).
3	Increase in professional services due to increased cost of GASB valuation reports & FCB custodial account charges.

UNFUNDED BUDGET REQUESTS: NONE

TAX DEPARTMENT
115414/115415

MISSION: To list, appraise and assess all taxable property as required by NC law.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Percent of individual personal property listings ready for billing by May 1st each year	54%	71%	70%	80%	100%	100%	100%	100%
Percent of elderly, disabled and veterans' exemptions reviewed for compliance annually	24%	16%	25%	24%	22%	19%	20%	25%
Percent of current year property taxes collected as of June 30th	98.4%	98.6%	98.9%	99.0%	99.0%	> 98.5%	> 98.5%	> 98%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	21	21	21	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 1,563,502	\$ 1,629,823	\$ 1,674,624	2.7%
Operating	\$ 516,417	\$ 768,300	\$ 751,503	-2.2%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 2,079,919	\$ 2,398,123	\$ 2,426,127	1.2%
Total Revenue	\$ 672	\$ 750	\$ 750	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Increased funding for interest expense-appeals in Collections based on possibility of future appeals.
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UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Tax Assessor - GIS Specialist II	\$51,983	\$0.00033
2 Tax Assessor - Compliance Auditor	\$58,781	\$0.00037

Steve Wyatt stated a freeze was placed on hiring with the exception of frontline emergency services personnel with the pandemic, and will continue. However our IT Department is down four positions and he feels two of those positions must be filled.

REAPPRAISAL RESERVE FUND
255417

MISSION: To measure, list, appraise and assess all real property in a manner consistent with NC law and the Schedules of Values, Standards and Rules adopted in conjunction with the most recent general reappraisal.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Maintain a high annual sales ratio as published annually by the DOR	100.6%	99.5%	99.0%	86.8%	81.7%	99.3%	93.0%	≥ 90%
Review or verify 1/3 of all parcels in the county each year	7%	5%	9%	45%	24%	29%	29%	33%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	12	12	12	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 662,461	\$ 843,192	\$ 788,366	-6.5%
Operating	\$ 175,375	\$ 381,755	\$ 288,350	-24.5%
Capital	\$ 48,000	\$ 24,710	\$ -	-100.0%
Total Expenditures	\$ 885,836	\$ 1,249,657	\$ 1,076,716	-13.8%
Total Revenue	\$ 1,210,339	\$ 1,249,657	\$ 1,076,716	-13.8%
Revenue % of Expenditure	137%	100%	100%	

SIGNIFICANT ISSUES

1	Added cell phone allowances for two additional employees in FY21.
2	Slight increase in wearing apparel for replacement items & new employees.
3	Significant decrease in technology costs due to purchase of field data collection devices in FY20 & decreased Mobile Assessor costs in FY21.
4	Also decreased expenditures for M&R equipment; professional services and dues & memberships.
5	Decrease in capital expenses due to replacement vehicle purchased in FY20.

UNFUNDED BUDGET REQUESTS:

	\$ REQUEST	TRE
1 (2) AWD or 4WD 4-door Crossover SUV	\$51,890	\$0.00033

EMERGENCY MANAGEMENT

115433/115434

MISSION: Disaster preparation, mitigation, response and recovery

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Percentage of EOP elements updated following annual review with state emergency management	100%	100%	100%	100%	100%	100%	100%	100%
Compilation & submission of all eligible reimbursement packets from Henderson County	N/A	N/A	85%	100%	100%	100%	90%	100%
Fire cause and origin determined within 2 weeks of incident	100%	100%	100%	100%	100%	100%	100%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	6	6	6	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 739,000	\$ 800,828	\$ 849,483	6.1%
Operating	\$ 357,484	\$ 517,429	\$ 383,426	-25.9%
Capital	\$ 45,337	\$ 200,118	\$ 44,956	-77.5%
Total Expenditures	\$ 1,141,821	\$ 1,518,375	\$ 1,277,865	-15.8%
Total Revenue	\$ 186,461	\$ 315,021	\$ 6,900	-97.8%
Revenue % of Expenditure	16%	21%	1%	

SIGNIFICANT ISSUES

1	Overall decrease in expenditures primarily due to FEMA & NCEM reimbursements in FY20.
2	Decrease in capital expenses primarily due to generators & vehicles purchased in FY20.
3	Cell phone allowance increased for additional staff member.
4	Increase in non-expendable department supplies due to furniture, fixtures and equipment for new EMS building.
5	Increases for cleaning supplies and telephone & communications costs to adjust for full year of use in new building.
6	Increase in M&R vehicles to allow for upfitting of replacement truck.
7	Increase in travel & staff development for additional staff training & countywide peer support training.
8	Increase in S&W overtime (FS) due to increase in EOC activations and emergency response.
9	Increase in wearing apparel (FS) due to PPE needed in hazardous atmospheres per NFPA.

UNFUNDED BUDGET REQUESTS:

		\$ REQUEST	TRE
1	3/4 Ton Crew Cab Truck	\$35,195	\$0.00022
2	Truck Bed Cover (for new vehicle)	\$3,052	\$0.00002
3	Cargo Slide (for new vehicle)	\$2,092	\$0.00001
4	Mobile Digital Radio (for new vehicle)	\$4,300	\$0.00003

**EMERGENCY MEDICAL SERVICES
115437**

MISSION: Our Mission is to provide excellence in emergency medical care for the ill and injured within our county, by providing professional and timely response to emergency situations through commitment to education, training and 'state-of-the-art' equipment.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Average response time (min/sec)	7:48	7:51	7:52	7:41	7:56	8:02	8:10	9:00
Annual EMS Dispatches	12,900	13,563	14,233	15,063	15,414	15,446	15,500	15,550
Number of Electronic Health Records completed accurately	98%	98%	98%	98%	96%	96%	98%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	68	68	68	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 5,517,280	\$ 5,691,324	\$ 6,095,126	7.1%
Operating	\$ 573,486	\$ 625,775	\$ 638,418	2.0%
Capital	\$ 456,709	\$ 618,083	\$ 535,189	-13.4%
Total Expenditures	\$ 6,547,475	\$ 6,935,182	\$ 7,268,733	4.8%
Total Revenue	\$ 3,596,998	\$ 3,701,420	\$ 3,700,000	0.0%
Revenue % of Expenditure	55%	53%	51%	

SIGNIFICANT ISSUES

1	Increase in S&W overtime costs based on annual usage.
2	Slight increase in non-expendables due to purchase of life support training manikin for FY21.
3	Increase in postage due to increased postage rates and higher EMS call volume resulting in increased billing.

UNFUNDED BUDGET REQUESTS

		\$ REQUEST	TRE
1	(5) Paramedics (\$58,606 ea.)	\$293,030	\$0.00185
2	Stryker Power Pro Stretcher (For Peak Truck if Approved)	\$18,487	\$0.00012
3	Zoll X-Series Monitor (For Peak Truck if Approved)	\$35,707	\$0.00023
4	Lucas CPR Device (For Peak Truck if Approved)	\$13,900	\$0.00009
5	(3) Couch / Recliners for furniture replacement program EMS substation needs	\$1,800	\$0.00001
6	Stryker Stair -PRO Model 6252 (For Peak Truck if Approved)	\$3,405	\$0.00002
7	King Vision Video Laryngoscope (For Peak Truck if Approved)	\$1,200	\$0.00001
8	Braun IV Pump (For Peak Truck if Approved)	\$4,950	\$0.00003
9	CAD laptop (For Peak Truck if Approved)	\$3,300	\$0.00002
10	ESO Laptop (For Peak Truck if Approved)	\$2,200	\$0.00001

Jimmy Brissie noted call volume was down 1-2 months ago but is starting to pick back up. Covid calls are trending down.

Staff will review paramedic positions for consideration again in January.

BUILDING SERVICES
115435

MISSION: To assist the public in obtaining various permits for residential and commercial projects, and to provide fair and equal administration of the building codes.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Average number of inspections completed by each inspector daily	15	15	15	15	16	15	15	10
Commercial plans reviewed within 10 days	Not measured	Not measured	Not measured	Not measured	85%	87%	90%	100%
Average number of permits processed by each permit specialist daily	8	9	9	11	11	11	10	10

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	13	13	13	0.0%
Part Time	0	0	0	0.0%
Project	1	1	1	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 861,097	\$ 937,777	\$ 973,416	3.8%
Operating	\$ 99,339	\$ 131,225	\$ 123,401	-6.0%
Capital	\$ 36,330	\$ 37,999	\$ -	-100.0%
Total Expenditures	\$ 996,766	\$ 1,107,001	\$ 1,096,817	-0.9%
Total Revenue	\$ 1,319,470	\$ 1,100,000	\$ 1,090,000	-0.9%
Revenue % of Expenditure	132%	99%	99%	

SIGNIFICANT ISSUES

1	No significant issues for FY21. Operating expenses remain consistent with FY20 budget levels.
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UNFUNDED BUDGET REQUESTS:

	\$ REQUEST	TRE
1 Ford Ranger XL Super Cab 4x4	\$25,646	\$0.00016

ANIMAL SERVICES
115438

MISSION: The Animal Services Center is a public resource focused on improving the interactions between humans and animals to ensure public safety and decrease the number of unwanted and mistreated animals within the community.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Advertisements made using available methods (i.e. - radio interviews, electronic signage, published articles)	6	6	6	6	6	6	6	6
Number of local animal rescue organizations partnered with annually to share pet info	12	22	30	32	32	35	35	8
Percentage of pets determined to be adoptable which find forever homes each year	93%	97%	97%	99%	99%	99%	97%	75%

STAFFING LEVELS				
	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	8	8	8	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER				
	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 450,735	\$ 474,402	\$ 500,347	5.5%
Operating	\$ 186,719	\$ 231,900	\$ 225,870	-2.6%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 637,455	\$ 706,302	\$ 726,217	2.8%
Total Revenue	\$ 46,875	\$ 65,000	\$ 83,000	27.7%
Revenue % of Expenditure	7%	9%	11%	

SIGNIFICANT ISSUES

1	Increase in revenues due to the spay-neuter program.
2	Slight decrease in operating expenses due to line item budget cuts where possible.

UNFUNDED BUDGET REQUESTS: NONE

	\$ REQUEST	TRE
1 Office Assistant 3	\$42,361	\$0.00027
2 Technology for new position (work station license, phone line, phone, PC)	\$2,070	\$0.00001
3 Security Camera (2 cameras)	\$7,778	\$0.00005

Commissioner McCall suggested an increase in the spay and neuter fees. Steve Wyatt explained the low cost is used as an incentive and is a return on the investment.

RESCUE SQUAD

115442

MISSION: The Henderson County Rescue Squad was established in 1957 to serve the special rescue needs of Henderson County's citizens. It serves as the primary backup for Henderson County EMS when units are busy, provides primary extrication and rescue services to those areas in the County without such, provides backup and assistance and provides water search and rescue, swift water rescue and high level mountaineering rescue.

COST CENTER				
	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 312,445	\$ 281,360	\$ 381,360	35.5%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 312,445	\$ 281,360	\$ 381,360	35.5%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Funding for FY21 increased by \$100,000 from FY20 levels.
2	FY19 actual costs represent additional expenditures that were reimbursed to the County. The County contribution was \$281,360.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Additional funding request	\$100,000	\$0.00063

Steve Wyatt stated the Rescue Squad does everything the County ask of them and does it well. This is a tough budget year. They were a tremendous help during the remote Covid testing and continue to do so with long-term care facilities. It would like to put on radar another \$100,000 when looking at the budget in January.

CODE ENFORCEMENT SERVICES
115492

MISSION: The mission of Henderson County Code Enforcement Services is to protect our citizens from undesirable adjoining land uses.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Percent of violations removed annually	86%	95%	91%	86%	87%	85%	90%	90%
Monthly review of site plans conducted by due date	95%	89%	90%	91%	87%	88%	90%	90%
Percent of Zoning Board of Adjustment cases reviewed by the first of each month	94%	90%	91%	91%	88%	87%	100%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	3	3	3	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 249,981	\$ 262,902	\$ 274,903	4.6%
Operating	\$ 15,512	\$ 44,674	\$ 33,975	-23.9%
Capital	\$ 24,129	\$ -	\$ -	0.0%
Total Expenditures	\$ 289,622	\$ 307,576	\$ 308,878	0.4%
Total Revenue	\$ 111,847	\$ 144,160	\$ 50,000	-65.3%
Revenue % of Expenditure	39%	47%	16%	

SIGNIFICANT ISSUES

1	Decrease in revenues due to realignment of erosion control fees previously reflected in this department.
2	Revenues and expenses associated with the Abandoned Manufactured Home Removal grant program will be brought in with a budget amendment when funds are received.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Permit Specialist	\$49,228	\$0.00031
2 RAM 1500 Tradesman Crew 4x4	\$25,055	\$0.00016

SOIL & WATER CONSERVATION
115471

MISSION: To provide educational, technical and financial assistance to conserve soil, improve water quality and enhance the natural resources of Henderson County

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Facilitate awarding of all available funds to eligible recipients	100%	100%	100%	100%	100%	100%	100%	100%
Provide information and final contracts to land owners for plan implementation within the first year	100%	100%	100%	100%	100%	100%	100%	100%
Number of educational programs delivered annually	Not measured	Not measured	30	58	52	90	60	60

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	4	4	4	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 314,199	\$ 329,086	\$ 342,532	4.1%
Operating	\$ 28,900	\$ 235,947	\$ 37,557	-84.1%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 343,099	\$ 565,033	\$ 380,089	-32.7%
Total Revenue	\$ 44,805	\$ 243,575	\$ 43,575	-82.1%
Revenue % of Expenditure	13%	43%	11%	

SIGNIFICANT ISSUES

1	Significant decrease in operating costs due to Conserving Carolina water grant (\$197,500) in FY20.
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UNFUNDED BUDGET REQUESTS:

	\$ REQUEST	TRE
1 Mountain True Grant	\$9,120	\$0.00006

PLANNING
115491

MISSION: To plan for growth to sustain and enhance the quality of life for Henderson County residents.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Review all subdivision plats within 3 working days.	100%	100%	97%	95%	95%	98%	98%	100%
Provide an accurate E911 address within 7 business days of a zoning permit being issued.	99.0%	99.1%	98.2%	99.1%	99.0%	98.0%	99.0%	95.0%
Answer all calls within 3 business days.	Not measured	Not measured	Not measured	Not measured	Not measured	95%	100%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	6	6	6	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 577,391	\$ 605,498	\$ 638,824	5.5%
Operating	\$ 23,367	\$ 54,493	\$ 121,600	123.1%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 600,759	\$ 659,991	\$ 760,424	15.2%
Total Revenue	\$ 80,058	\$ 66,500	\$ 74,000	11.3%
Revenue % of Expenditure	13%	10%	10%	

SIGNIFICANT ISSUES

1	Increase in cleaning & janitorial supplies based on actual usage.
2	Significant increase in professional services for consultant for the 2045 County Comprehensive Plan. 1/2 (\$75,000) to be paid in FY21 and 1/2 to be paid in FY22.

UNFUNDED BUDGET REQUESTS:

	\$ REQUEST	TRE
1 2020 Ford Escape (U9G) 4WD	\$25,945	\$0.00016

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	3	4	2	-50.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 334,272	\$ 413,430	\$ 245,401	-40.6%
Operating	\$ 8,508	\$ 19,266	\$ 7,084	-63.2%
Capital	\$ -	\$ -	\$ 26,021	100.0%
Total Expenditures	\$ 342,780	\$ 432,696	\$ 278,506	-35.6%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1 During FY20, Project Management was divided into two departments (Erosion Control and Project Management) to better align with department responsibilities.

UNFUNDED BUDGET REQUESTS: NONE

PUBLIC TRANSIT
335497

MISSION: Provide reliable, safe, affordable and cost effective mass transportation to the public.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Number of days per year with a vehicle out-of-service	Not measured	Not measured	Not measured	Not measured	155	100	50	0
Number of days with reduced service	Not measured	Not measured	Not measured	Not measured	Not measured	1	1	0
Percent of invoices processed within two weeks	Not measured	Not measured	Not measured	Not measured	50%	75%	100%	100%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ 105,672	\$ 108,842	3.0%
Operating	\$ 701,921	\$ 1,274,127	\$ 917,125	-28.0%
Capital	\$ -	\$ -	\$ 746,273	100.0%
Total Expenditures	\$ 701,921	\$ 1,379,799	\$ 1,772,240	28.4%
Total Revenue	\$ 1,020,425	\$ 1,379,799	\$ 1,772,240	28.4%
Revenue % of Expenditure	145%	100%	100%	

SIGNIFICANT ISSUES

1 Increase in non-expendable department supplies due to purchase of three (3) bus shelters (budgeting full amount).
 2 Increase in capital outlay-vehicles due to necessary purchase of six (6) transit buses (previously leased).

UNFUNDED BUDGET REQUESTS: NONE

ECONOMIC DEVELOPMENT
115498

MISSION: The Board of Commissioners has taken very progressive steps toward recruiting industry and contributing to existing industries that provide jobs to the citizens of Henderson County. The contributions listed within this Budget include companies that will receive monetary contributions from the County during FY19 for their continued efforts in improving the economic base of the County.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Continental Teves	\$ 209,141	\$ 489,288	\$ -	-100.0%
Demmel	\$ -	\$ -	\$ 15,026	100.0%
Gaia Herbs	\$ -	\$ 46,556	\$ 46,556	0.0%
Kimberly Clark	\$ -	\$ 27,685	\$ 27,685	0.0%
Meritor	\$ 162,203	\$ 68,786	\$ 56,404	-18.0%
Norafin	\$ -	\$ 81,812	\$ 81,812	0.0%
One NC Grant	\$ -	\$ 111,087	\$ -	-100.0%
PMA (Elkamet)	\$ -	\$ 8,987	\$ -	-100.0%
Partnership for Econ Dev.	\$ 376,750	\$ 376,750	\$ 376,750	0.0%
Partnership Match for EIF	\$ 47,500	\$ -	\$ 77,500	100.0%
Raumedic	\$ -	\$ 261,208	\$ -	-100.0%
Smartrac	\$ -	\$ -	\$ 84,878	100.0%
Smart Products	\$ -	\$ 450	\$ 9,642	2042.7%
Warm Company	\$ -	\$ 17,616	\$ -	-100.0%
Total Expenditures	\$ 795,594	\$ 1,490,225	\$ 776,253	-47.9%
Total Revenue	\$ -	\$ 111,087	\$ -	-100.0%
Revenue % of Expenditure	0%	7%	0%	

SIGNIFICANT ISSUES

1	The FY21 Proposed budget allocates economic development payments per board actions.
2	The FY20 Budget included \$111,087 in One North Carolina Grant Funds for Norafin and Elkamet.
3	Decrease in expenditures primarily due to final payment for Raumedic in FY20 and the removal of Continental Teves.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Match for Target Market Analysis	\$21,000	\$0.00013

HERITAGE MUSEUM
115494

MISSION: The Henderson County Heritage Museum captures, promotes and celebrates our rich history and culture and engages residents and the greater community in preserving that heritage for present and future generations.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 100,000	\$ 100,000	\$ 100,000	0.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 100,000	\$ 100,000	\$ 100,000	0.0%
Total Revenue	\$ 90,000	\$ 90,000	\$ 90,000	0.0%
Revenue % of Expenditure	90%	90%	90%	

SIGNIFICANT ISSUES

1	No significant issues for FY21. Operating expenses remain consistent with FY20 budget levels.
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UNFUNDED BUDGET REQUESTS: NONE

AGRIBUSINESS
115499

MISSION: To promote the economic development of agriculture and agribusiness in Henderson County.

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	1	1	1	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 147,239	\$ 156,388	\$ 162,647	4.0%
Operating	\$ 35,100	\$ 1,482	\$ 1,333	-10.1%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 182,339	\$ 157,870	\$ 163,980	3.9%
Total Revenue	\$ 30,462	\$ 7,870	\$ 13,980	77.6%
Revenue % of Expenditure	17%	5%	9%	

SIGNIFICANT ISSUES

1	No significant issues for FY21. County contribution remains at \$150,000.
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UNFUNDED BUDGET REQUESTS: NONE

FORESTRY SERVICES
115470

MISSION: Henderson County provides funding for the operations and administration of the Forestry Services Division of the County. Forestry Services is a segment of the North Carolina Department of Agriculture and serves to protect and preserve the forest resources of the State.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 40,871	\$ 58,046	\$ 107,855	85.8%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 40,871	\$ 58,046	\$ 107,855	85.8%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Transfer requests to cover cost share for new Forest Service employee and 40% of the cost of a replacement vehicle.
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UNFUNDED BUDGET REQUESTS: NONE

COOPERATIVE EXTENSION
115495

MISSION: The Henderson County Center of North Carolina Cooperative Extension is an educational partnership helping people put research-based knowledge to work for economic prosperity, environmental stewardship and an improved quality of life.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Number of Agricultural & Natural Resource Program participants	22,022	14,572	11,154	46,079	88,383	90,000	92,000	55,000
Number of Health & Nutrition Program participants	5,103	6,001	13,777	19,797	20,561	22,000	23,000	15,000
Number of Youth & Family participants	11,384	13,610	12,078	37,450	36,398	35,000	32,000	20,000

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 306,831	\$ 392,472	\$ 385,836	-1.7%
Operating	\$ 66,700	\$ 75,877	\$ 73,506	-3.1%
Capital	\$ 33,343	\$ -	\$ -	0.0%
Total Expenditures	\$ 406,874	\$ 468,349	\$ 459,342	-1.9%
Total Revenue	\$ -	\$ 22,201	\$ 22,201	0.0%
Revenue % of Expenditure	0%	5%	5%	

SIGNIFICANT ISSUES

1	\$22,201 in revenue from the Pardee Healthy People Grant to cover 1/2 salary & benefits for a Child & Adult Nutrition Program Assistant.
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UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Other Personnel Costs - Salary cost for new Bullington Gardens Director	\$15,568	\$0.00010
2 Gasoline/Diesel	\$750	\$0.00000
3 Community Events Expense - For 8th grade program (\$3,000 more than FY20)	\$3,000	\$0.00002
4 Travel & Staff Development	\$1,000	\$0.00001

HOME & COMMUNITY CARE BLOCK GRANT
115513

MISSION: The Home and Community Care Block Grant is a Federal and State grant that is administered by the County. The grant provides funding for agencies that serve the older adults of the County by providing transportation services, meals, outreach, home repairs etc. These funds are allocated on a bid basis.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 852,825	\$ 792,453	\$ 792,453	0.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 852,825	\$ 792,453	\$ 792,453	0.0%
Total Revenue	\$ 852,825	\$ 792,453	\$ 792,453	0.0%
Revenue % of Expenditure	100%	100%	100%	

SIGNIFICANT ISSUES

1	No significant issues for FY21. Department is 100% grant funded.
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UNFUNDED BUDGET REQUESTS: NONE

MEDICAL SERVICES
115516

MISSION: Henderson County provides funding for autopsies that are ordered through a joint decision by the Medical Examiners, law enforcement and EMS. The County does not fund family requested autopsies or autopsies that fall outside of investigative work.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 76,650	\$ 60,000	\$ 60,000	0.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 76,650	\$ 60,000	\$ 60,000	0.0%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1 No significant issues for FY21. Operating expenses remain consistent with FY20 budget levels.

UNFUNDED BUDGET REQUESTS: NONE

MENTAL HEALTH
115520

MISSION: Funds within this Budget are set aside for behavioral health (mental health and substance abuse) and developmental disability services to residents of Henderson County who range in age from infancy to older adults.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 528,612	\$ 528,612	\$ 528,612	0.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 528,612	\$ 528,612	\$ 528,612	0.0%
Total Revenue	\$ 169,967	\$ 75,000	\$ 125,000	66.7%
Revenue % of Expenditure	32%	14%	24%	

SIGNIFICANT ISSUES

1 Anticipated revenues are from ABC net revenues and bottle sales.

UNFUNDED BUDGET REQUESTS: NONE

RURAL OPERATING ASSISTANCE PROGRAM
115521

MISSION: The Rural Operating Assistance Program, formerly the Elderly Disabled Transportation Assistance Program, is a federally funded program providing general transportation and medical transportation for elderly and disabled adults.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 187,722	\$ 196,095	\$ 196,095	0.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 187,722	\$ 196,095	\$ 196,095	0.0%
Total Revenue	\$ 187,722	\$ 196,095	\$ 196,095	0.0%
Revenue % of Expenditure	100%	100%	100%	

SIGNIFICANT ISSUES

1	No significant issues for FY21. Department is 100% grant funded.
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UNFUNDED BUDGET REQUESTS: NONE

JUVENILE JUSTICE PROGRAMS
115541

MISSION: The Juvenile Justice Grant is a federally funded program that allocates funding based on community programs for at-risk youth. Allocations are recommended by the Juvenile Crime Prevention Program.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 279,444	\$ 218,745	\$ 218,745	0.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 279,444	\$ 218,745	\$ 218,745	0.0%
Total Revenue	\$ 249,188	\$ 199,188	\$ 193,745	-2.7%
Revenue % of Expenditure	89%	91%	89%	

SIGNIFICANT ISSUES

1	The majority of the funds for Juvenile Justice are State funds to be allocated by the JCPC.
2	Funding for Juvenile Detention is recorded in Juvenile Justice.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Additional funding for "Raise the Age"	\$5,000	\$0.00003

VETERAN'S SERVICES
115582

MISSION: To provide effective and timely service to veterans and their families.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Number of veterans who visit office annually	1,945	1,992	1,938	1,573	1,666	2,000	2,000	2,000
Number of phone calls received in office annually	2,580	2,394	2,477	1,573	2,152	2,200	2,200	2,200
Claims initiated and forwarded to the VA within one week	85%	85%	85%	85%	85%	85%	100%	100%

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	0	0	0	0.0%
Part Time	1	1	1	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 43,453	\$ 45,822	\$ 56,552	23.4%
Operating	\$ 2,068	\$ 2,830	\$ 2,265	-20.0%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 45,521	\$ 48,652	\$ 58,817	20.9%
Total Revenue	\$ -	\$ -	\$ -	0.0%
Revenue % of Expenditure	0%	0%	0%	

SIGNIFICANT ISSUES

1	Personnel cost increase due to funding medical and dental for part-time employee.
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UNFUNDED BUDGET REQUESTS: NONE

LIBRARY
115611

MISSION: The mission of the Henderson County Public Library is to provide informational, educational, cultural and recreational library services to the residents of Henderson County.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Percent of new titles on shelves within 15 days of arrival	Not measured	Not measured	Not measured	42%	57%	42%	60%	80%
Programs offered	1,056	1,347	1,320	1,432	1,526	1,505	1,525	1,550
Technology classes offered	20	33	43	55	49	60	60	60

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	39	40	40	0.0%
Part Time	6	5	5	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 2,412,158	\$ 2,582,128	\$ 2,677,573	3.7%
Operating	\$ 769,789	\$ 781,243	\$ 704,370	-9.8%
Capital	\$ 31,922	\$ -	\$ -	0.0%
Total Expenditures	\$ 3,213,869	\$ 3,363,371	\$ 3,381,943	0.6%
Total Revenue	\$ 382,095	\$ 326,647	\$ 189,173	-42.1%
Revenue % of Expenditure	12%	10%	6%	

SIGNIFICANT ISSUES

1	Slight increase in personnel costs due to the addition of a Library Assistant in FY20 (transitioned from part-time position).
2	Increase in contracted services primarily due to increase in cost of coverage for library security (Hendersonville PD).
3	Increase in travel & staff development for additional staff training (advanced degrees).
4	Anticipate continued downward trend in library revenues for FY21 due to decreased fees for overdue / lost books.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Librarian 3	\$64,646	\$0.00041
2 Library Assistant	\$42,360	\$0.00027
3 Part-time Courier	\$14,096	\$0.00009

RECREATION
115612

MISSION: We enrich the quality of life in Henderson County through parks, programs and events that provide leisure and recreation activities to benefit Henderson County residents.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Annual number of scheduled hours required in all facilities	Not Measured	Not Measured	Not Measured	2,941	31,500	35,000	37,000	60,000
Percentage of registrations completed on-line each year	35%	38%	42%	43%	54%	60%	65%	75%
Number of tournaments held in Henderson County parks annually	Not Measured	Not Measured	Not Measured	6	18	22	30	50

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Annual number of scheduled hours required in all facilities	Not Measured	Not Measured	Not Measured	2,941	31,500	35,000	37,000	60,000
Percentage of registrations completed on-line each year	35%	38%	42%	43%	54%	60%	65%	75%
Number of tournaments held in Henderson County parks annually	Not Measured	Not Measured	Not Measured	6	18	22	30	50

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	14	15	15	0.0%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 1,137,120	\$ 1,360,710	\$ 1,400,603	2.9%
Operating	\$ 669,447	\$ 805,447	\$ 909,343	12.9%
Capital	\$ 35,551	\$ 26,300	\$ 152,359	479.3%
Total Expenditures	\$ 1,842,118	\$ 2,192,457	\$ 2,462,305	12.3%
Total Revenue	\$ 299,056	\$ 254,690	\$ 258,400	1.5%
Revenue % of Expenditure	16%	12%	10%	

SIGNIFICANT ISSUES

1	Sight increase in personnel costs primarily due to the addition of a Park Technician in FY20.
2	Significant increase in capital expenses due to necessary replacement of (4) vehicles in FY21.
3	Increase in cleaning & janitorial supplies due to steady increase in rentals, programs, tournaments & general use.
4	Increase in departmental supplies & materials to support facility use, programs offered and part-time staff.
5	Increase in sports & athletic supplies due to one-time equipment purchases for Edneyville gym.
6	Increased costs for M&R buildings & grounds, parks maintenance & repair and M&R equipment due to aging facilities and increased demand.
7	Additional full-time positions added have resulted in increases in travel & staff development for necessary training.
8	Significant increase in professional services for mapping services necessary to complete P&R comprehensive plan.

UNFUNDED BUDGET REQUESTS

	\$ REQUEST	TRE
1 Recreation Program Coordinator (for Edneyville Elementary)	\$76,624	\$0.00048
2 Recreation Program Coordinator (for Adaptive Sports program)	\$70,681	\$0.00045
3 Park Technician 2	\$46,014	\$0.00029
4 Jackson Park House - Repairs to stop leaking and damage	\$220,000	\$0.00139
5 Etowah Park - Replace failing walking path - ADA & safety	\$67,000	\$0.00042
6 Jackson Park - Replace playground at shelter 4 - ADA & safety	\$345,000	\$0.00218
7 Jackson Park House - Connect to city sewer	\$30,000	\$0.00019
8 Jackson Park - Add maintenance shop	\$78,000	\$0.00049
9 Graco Line Striper	\$12,159	\$0.00008
10 Desk - for new position	\$1,116	\$0.00001
11 Long forks attachment for tractor	\$3,500	\$0.00002
12 Printing & Binding	\$1,000	\$0.00001
13 (2) Laptop Computers - for new positions	\$4,400	\$0.00003
14 iPad with cellular plus data plan & case - for new position	\$1,700	\$0.00001

Vice-Chairman Lapsley was concerned about safety issues at Etowah and Jackson Park.

Steve Wyatt will have our Risk Manager go out to both parks within the week and report back. He will also have the Jackson Park House leaking and damage assessed.

Commissioner Edney requested a cost analysis for laser serving the Jackson Park soccer field before the budget is adopted.

FIRE DISTRICT FUNDS
Fund 23

MISSION: The Board of County Commissioners annually sets the tax rates for the County's Fire Districts as part of the Budget adoption process.

Fire District/Department	FY 2020 RATE	FY 2021 REQUESTED RATE	FY 2021 FRAC RECOMMENDATION
Bat Cave	\$0.120	\$0.120	\$0.120
Blue Ridge	\$0.130	\$0.130	\$0.130
Dana	\$0.140	\$0.140	\$0.140
Edneyville	\$0.115	\$0.115	\$0.115
Etowah-Horseshoe	\$0.115	\$0.115	\$0.115
Fletcher	\$0.115	\$0.115	\$0.115
Gerton	\$0.125	\$0.135	\$0.125
Green River	\$0.090	\$0.090	\$0.090
Mills River	\$0.110	\$0.110	\$0.110
Mountain Home	\$0.120	\$0.120	\$0.120
Raven Rock (Saluda)	\$0.115	\$0.115	\$0.115
Valley Hill	\$0.100	\$0.100	\$0.100
Valley Hill II	\$0.100	\$0.100	\$0.100

SIGNIFICANT ISSUES

1	The Henderson County FRAC met on May 12th and did not recommend any rate increases for FY21.
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Gerton Fire 7 Rescue is requesting a 1 cent increase to implement the requested change in fiscal years and annual auditing requirements. The FRAC is recommending waiving this requirement for one (1) year along with the associate tax rate increase.

It was consensus of the Board to approve Gerton Fire & Rescue's request of a 1 cent rate increase.

CAPITAL RESERVE FUND
215400

MISSION: The Capital Reserve Fund was established in FY 2007 to plan for future large capital projects.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
P & I Software	\$ 75,000	\$ -	\$ -	0.0%
Future School Capital	\$ 946,669	\$ -	\$ -	0.0%
Future County Capital	\$ 1,283,332	\$ 1,756,920	\$ -	-100.0%
County Projects	\$ 821,783	\$ 967,257	\$ -	-100.0%
Total Expenditures	\$ 3,126,784	\$ 2,724,177	\$ -	-100.0%
Total Revenue	\$ 3,126,764	\$ 2,724,177	\$ -	-100.0%
Revenue % of Expenditure	100%	100%	0%	

SIGNIFICANT ISSUES

1	FY20 County Projects include appropriations for (3) projects: i) \$118,550 for courthouse skylights ii) \$525,217 for DSS future space iii) \$323,490 for voting equipment
2	FY21 Proposed Budget does not include the (1) county transfer.

UNFUNDED BUDGET REQUESTS: NONE

SOLID WASTE FUND
605472

MISSION: To support Henderson County sustainability efforts by providing fiscally responsible and environmentally sound solid waste disposal, diversion and recycling services / programs for the community.

PERFORMANCE SUMMARY	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimate	FY 2021 Goal	TARGET
Increase total amount of material diverted from waste stream (in tons)	8,174	8,620	9,246	11,625	13,326	14,000	15,000	15,000
Number of collection events held each year	5	6	6	6	6	6	6	12
Minimum number of safety training classes attended by each employee annually	12	12	12	12	12	12	12	26

STAFFING LEVELS	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Full Time	18	18	16	-11.1%
Part Time	0	0	0	0.0%
Project	0	0	0	0.0%
COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ 1,309,931	\$ 1,699,428	\$ 1,218,395	-28.3%
Operating	\$ 5,906,514	\$ 5,993,443	\$ 5,866,487	-2.1%
Capital	\$ 234,740	\$ 242,500	\$ 294,000	21.2%
Total Expenditures	\$ 7,451,185	\$ 7,935,371	\$ 7,378,882	-7.0%
Total Revenue	\$ 7,286,126	\$ 7,935,371	\$ 7,378,882	-7.0%
Revenue % of Expenditure	98%	100%	100%	

SIGNIFICANT ISSUES

1	Decrease in personnel costs due to merger of Cane Creek with MSD which resulted in reduced staffing numbers.
2	Increase in non-expendable supplies primarily due to the purchase of back-up cameras for trucks and a skid steer.
3	Increase in wearing apparel due to increased costs for high-visibility items.
4	Increase in technology costs due to camera upgrade at scalehouse & necessary computer replacements.
5	Planned projects for FY21 include rehab of truck exit ramp and grit chamber.
6	Increases in recycling/hauling, methane gas monitoring and tires contracts all based on FY21 contract estimates.
7	Increases in M&R vehicles, travel & staff development and dues & memberships all based on actual expenditures.

UNFUNDED BUDGET REQUESTS: NONE

Vice-Chairman Lapsley requested the Solid Waste Master Plan be put on the next agenda.

JUSTICE ACADEMY SEWER FUND
635711

MISSION: The Justice Academy Sewer Enterprise Fund accounts for the revenues and expenditures for the operation of the wastewater treatment plant serving the WNC Justice Academy located in the Edneyville Community.

COST CENTER	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	% CHANGE
Personnel	\$ -	\$ -	\$ -	0.0%
Operating	\$ 42,868	\$ 69,544	\$ 60,000	-13.7%
Capital	\$ -	\$ -	\$ -	0.0%
Total Expenditures	\$ 42,868	\$ 69,544	\$ 60,000	-13.7%
Total Revenue	\$ 42,224	\$ 69,544	\$ 60,000	-13.7%
Revenue % of Expenditure	98%	100%	100%	

SIGNIFICANT ISSUES

1	No significant issues for FY21. Operating expenses remain consistent with FY20 budget levels. All expenditures derived from usage fee revenues.
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UNFUNDED BUDGET REQUESTS: NONE

Commissioner Edney requested the addition of \$50,000 to the budget for hiring a consultant to do a study with options on running sewer to the new Edneyville Elementary School and the Justice Academy.

Steve Wyatt noted that staff is looking at the possibility of applying for a CDBG grant using the Justice Academy as an anchor. He will have Marcus Jones put the RFQ together and circulate in order to acquire the costs associated. Staff will review the qualifications when they come in.

Commissioner Messer would like to try to reach an agreement with the City of Hendersonville and find the correct path to follow.

It was the consensus of the Board to place \$50,000 in the budget for a consultant study of a new sewer line.

Commissioner Lapsley will work with Marcus Jones to put together the tasks necessary.

Vice-Chairman Lapsley made the motion that the Board schedules the Public Hearing on the FY 2020-2021 Budget for Monday, June 1, 2020 at 5:30pm. All voted in favor and the motion carried.

COVID-19 UPDATE

Staff provided the Board with the most current information pertaining to COVID-19 in Henderson County.

Topic #1 – Contact Tracing

With the recent increase in cases outside nursing homes, 33 to 58 in past 2 weeks, do we have a contact tracing operation geared up to keep up with this?

Steve Smith responded we do have significant existing capacity that can be adjusted for these needs and we continue to train an on-board, additional personnel like retired nurses and staff from other departments. If that capacity becomes challenged, we have access to the Carolina Community Tracing Collaborative for contracted personnel as needed for pretty much any scale that we might anticipate.

Topic #2 – PPE

What aren't you doing more to educate about and promote the use of masks and social distancing?

Steve Smith responded we are doing our best. We are and making efforts in this area including talking about those topics within these sessions. He personally and several staff members are conducting television interviews and radio spots with the help of the County PIO Kathryn Finotti pushing stuff out on social media. We recognize today that there can always be more communication and different strategies. Not everyone has a smartphone, a computer, or internet access, so we continue to try to figure out how to expand that reach and promote that message.

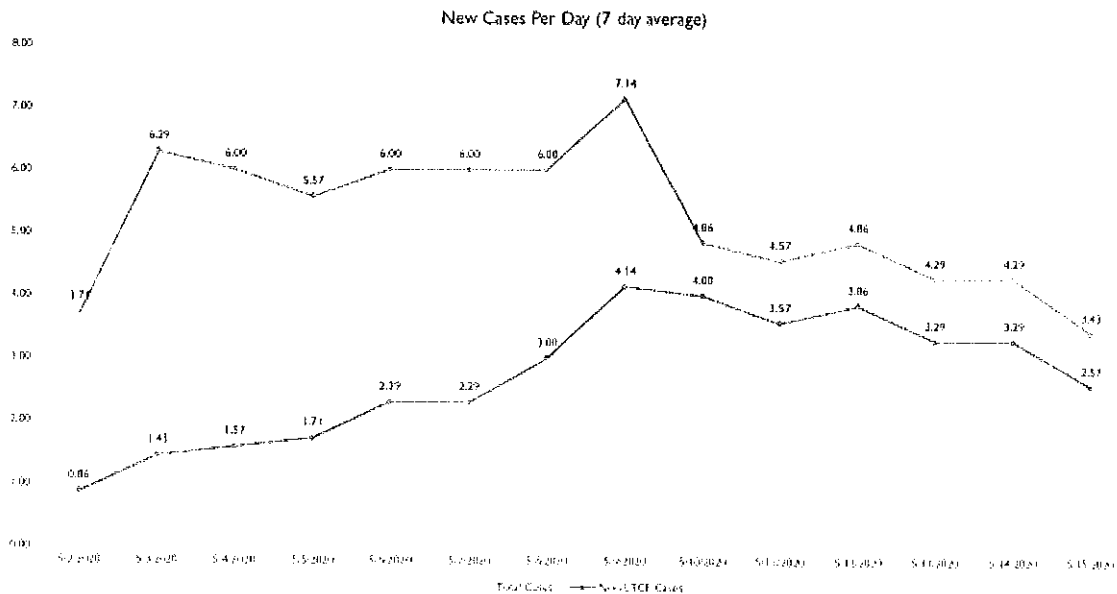
Topic #3 – Cases outside Long Term Care Facilities

Can you do some more public analysis on cases in the general community outside the nursing home cases and deaths?

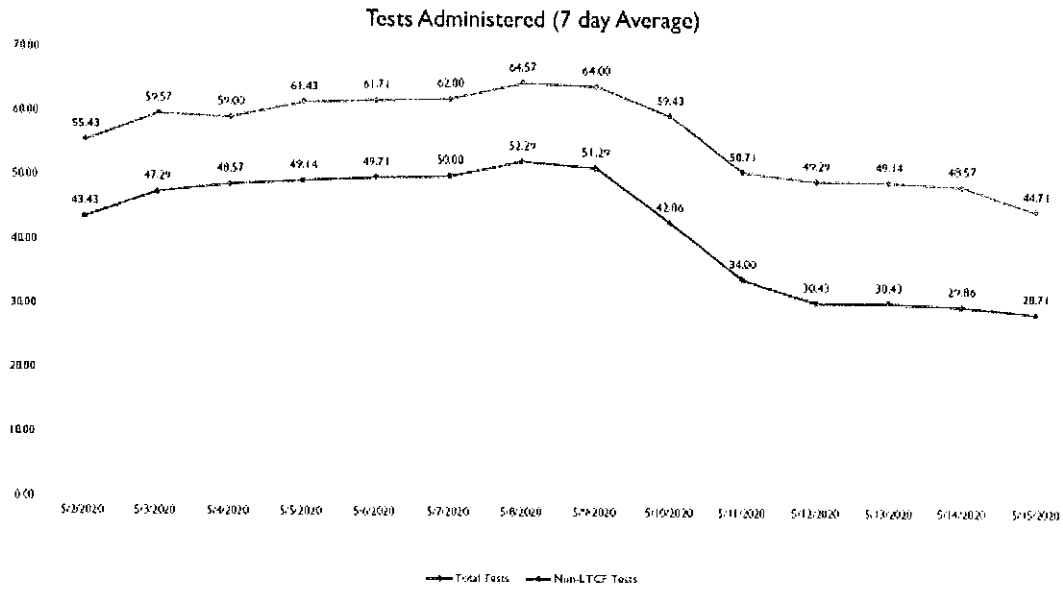
County dashboard currently shows 283 cases, 215 in nursing homes. It seems that the rate of increase in the general community has been growing more rapidly in the last few weeks. What's happening and how should we be sharing, educating, warning the population?

Steve Smith responded we do look at this closely, and it is a daily exercise for our staff and partners. He has characterized the testing outside of long-term care facilities as general population testing. A large portion of that testing however is tied to our contact tracing efforts associated with initial confirmed cases. Many of those additional confirmed cases that are being reference here are simply household members of that confirmed case. Overall our testing since we began back in March are confirmed case rate in the general population has been under just 4% which is fairly modest.

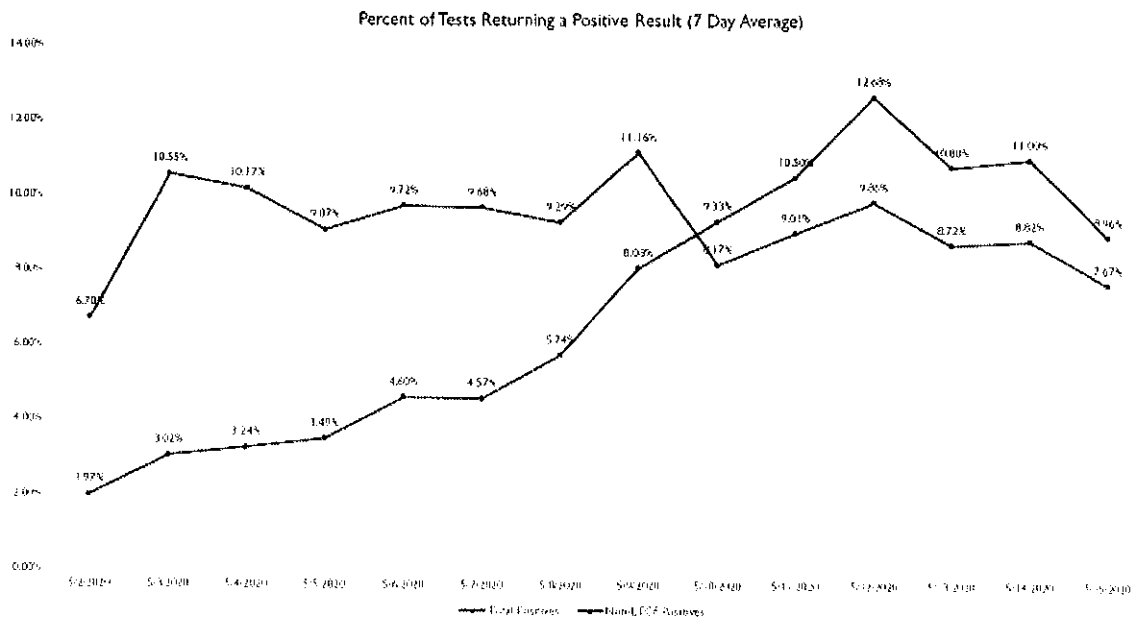
Only includes Henderson County cases not OOC cases linked to LTC



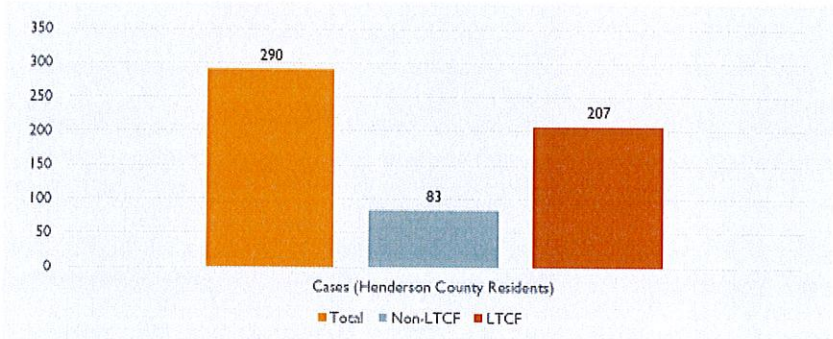
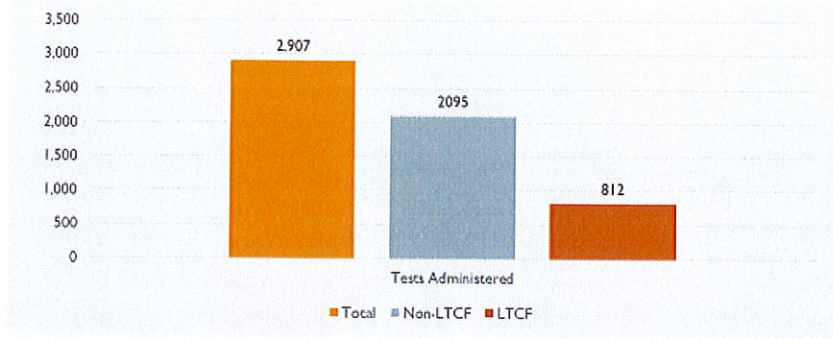
Currently, North Carolina's trajectory of lab-confirmed cases over the last 14 days cases is still increasing, although at a slower rate.



Total number of positive testes divided by number of completed tests



Summary to Date as of 5:00 p.m. May 18, 2020



27.93% of tests administered in LRCF Residents/Staff

25.49% returned positive

72.07% of tests administered outside of LTCF

3.96% returned positive

104 of 290 cases are presumed to be recovered, Recovered is defined as non-fatal COVID-19 cases 28 days past their date of testing. These estimates are unrelated to the number of cases that are or are not still infectious.

Community Type Testing

Jimmy Brissie stated disasters and emergencies begin and end at a local level. Fifty tests were done at the Health Department yesterday. With the addition of Blue Ridge Community Health, there are 60+ entities doing testing, and 18 labs providing results. Staff is looking at another test site with consideration of school gyms. The schools have agreed to let us use the gyms. Our goal is 200 tests per day from calls made to citizen’s health providers.

Steve Smith explained that testing would begin for A-symptomatic, emergency services personnel and households with high risk individuals. The majority of testing has been done with a Nasal Foreigngeal swabs. There is a new nasal swab with saline that do not require deep nasal cavity testing. Testing would begin with supplies on hand and last for 1-2 days, then stop and start again. If someone has insurance it would be filed, but we could also accommodate the uninsured. No antibody testing is available yet.

Commissioner Edney suggested testing staff at LTCF, and any enclosed facility such as daycares, detention centers, etc. on a weekly basis, which is more of a priority than the general public at this time.

Jimmy Brissie noted that most LTCF are testing daily and contracting with labs. The state is pushing that LTCF get a 14 day supply of PPE and emergency supplies as needed.

COUNTY MANAGER'S REPORT

County Manager Steve Wyatt reminded the Board that a Public Hearing has been set for June 1, 2020 at 5:30 p.m. on the FY 20-21 Budget.

ADJOURN

Commissioner Edney made the motion to adjourn at 2:20 p.m. All voted in favor and the motion carried.

Attest:

Teresa L. Wilson, Clerk to the Board

William Lapsley, Vice-Chairman

DURING THE MAY 20, 2020 REGULAR MEETING, THE BOARD ENACTED THE FOLLOWING

2020.43 Budget Amendment – Planned Projects

2020.44 Resolution – Closing portions of Anders Avenue, Meadows Circle, and associated 10-foot alleys

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

Friday, May 8, 2020

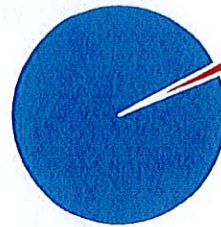
Re: Tax Collector's Report to Commissioners - Meeting Date May 13, 2020

Please find outlined below collections information through May 7, 2020 for 2019 real and personal property bills mailed on August 1, 2019. Vehicles taxes are billed monthly by NC DMV.

Henderson County Annual Bills (Real and Personal Property):

2019 Beginning Charge: \$84,275,773.18
Discoveries & Imm. Irreg.: \$1,254,957.08
Releases & Refunds: **(\$1,008,060.80)**
Net Charge: \$84,522,669.46
Unpaid Taxes: \$1,376,448.59
Amount Collected: \$83,146,220.87

Paid
98.37%



Unpaid
1.63%

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

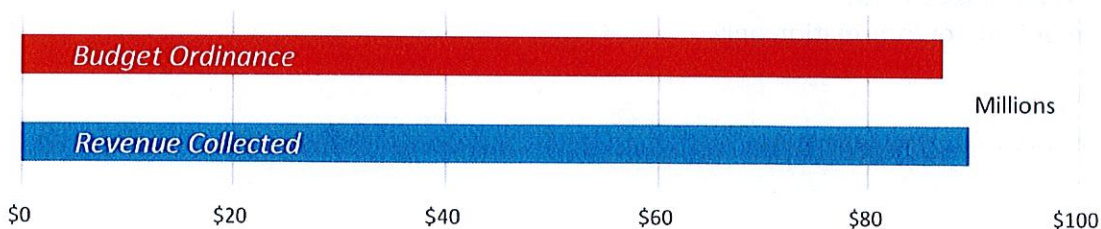
Net Charge: \$5,569,888.19
Unpaid Taxes: \$13,447.52
Amount Collected: \$5,556,440.67

99.76%

Henderson County FY20 Budget Analysis:

Budget Ordinance
Ad Valorem: \$86,093,532.00
Prior Years: \$1,035,000.00
Budget Total: \$87,128,532.00

Revenue Collected
Ad Valorem: \$88,702,661.54
Prior Years: \$904,480.50
YTD Revenue: \$89,607,142.04



Respectfully Submitted,

Luke Small
Deputy Tax Collector

Darlene Burgess
Tax Administrator

Henderson County
North Carolina

Before the Board of Commissioners

Pursuant to N.C. Gen. Stat. §153A-241, this Board has the power to close public roads and easements which are not within a municipality except public roads and easements and under the control and supervision of the North Carolina Department of Transportation.

The Office of Romeo, Harrelson, and Coiner, on behalf of Nan mcFerren, has petitioned the Board for the closure of portions of Anders Avenue, Meadow Circle, and the associated 10-foot alleyways located in Henderson County which meets the criteria, above.

Prior to closing such an easement, the Board must first adopt a resolution indicating its intent to consider the same, and call a public hearing on the issue.


NOW, THEREFORE, BE IT RESOLVED that the Board will consider the closing of portions of Anders Avenue, Meadow Circle, and the associated 10-foot alleyways at its regularly scheduled meeting on June 17, 2020, after a public hearing. The Board hereby calls a public hearing to be held on this issue on such date, and directs staff to provide notice, pursuant to N.C. Gen. Stat. §153A-241, of the same

Adopted by the Board by motion duly made, this the 20th day of May, 2020.

BOARD OF COMMISSIONERS
OF HENDERSON COUNTY

By: 
Vice-Chairman

Attest:


Clerk to the Board

**LINE-ITEM TRANSFER REQUEST
HENDERSON COUNTY**



Department: FINANCE

Please make the following line-item transfers:

What expense line-item is to be increased?

Account	Line-Item Description	Amount
<u>115980-598040</u>	<u>TRANSFER TO CAPITAL PROJECTS FUND</u>	<u>\$635,000</u>
<u>405400-551000-5619</u>	<u>CAPITAL OUTLAY - EQUIPMENT</u>	<u>\$635,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	<u>\$1,270,000</u>

What expense line-item is to be decreased? Or what additional revenue is now expected?

Account	Line-Item Description	Amount
<u>115419-535103</u>	<u>PLANNED PROJECTS</u>	<u>\$620,000</u>
<u>115433-551000</u>	<u>CAPITAL OUTLAY - EQUIPMENT</u>	<u>\$15,000</u>
<u>404400-403500-5619</u>	<u>TRANSFER FROM GENERAL FUND</u>	<u>\$635,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	<u>\$1,270,000</u>

Justification: Please provide a brief justification for this line-item transfer request.
 TO TRANSFER FUND FROM PLANNED PROJECTS TO THE CAPITAL PROJECTS FUND. GENERATOR (\$90,000) AND FUEL TANK REPLACEMENT (\$545,000). APPROVED BY THE BOC 5.20.2020.

_____	5/20/2020
Authorized by Department Head	Date
_____	_____
Authorized by Budget Office	Date
_____	_____
Authorized by County Manager	Date

<i>For Budget Use Only</i>	
Batch #	_____
BA #	_____
Batch Date	_____