

Wednesday, February 17, 2021

9:30 a.m.

PUBLIC HEARING

Proposed Revision to the 2020 Annual Land Development Code (LDC)
Text Amendments (TX-2020-01) (Special Fill Permits, Permeable Surface Requirements,
Accessory Structures and Home Schools)

Sign-up Sheet

PLEASE PRINT

Name:

Complete Address:

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**Henderson County
Board of Commissioners**

1 Historic Courthouse Square • Suite 1 • Hendersonville, NC 28792
Phone (828) 697-4808 • Fax (828) 692-9855 • www.hendersoncountync.gov

William G. Lapsley
Chairman
Rebecca K. McCall
Vice-Chairman



J. Michael Edney
Daniel J. Andreotta
David H. Hill

NOTICE

***PUBLIC HEARING**

DATE: Wednesday, February 17, 2021

TIME: 9:30 a.m.

PLACE:
Commissioners' Meeting Room
1 Historic Courthouse Square, Hendersonville

SUBJECTS TO BE CONSIDERED: Public Hearing for proposed Revision to the 2020 Annual Land Development Code (LDC) Text Amendments (TX-2020-01) (Special Fill Permits, Permeable Surface Requirements, Accessory Structures and Home Schools)



Chairman

- = Action may be taken with respect to any of the items to be discussed at this meeting.

REQUEST FOR BOARD ACTION

HENDERSON COUNTY

BOARD OF COMMISSIONERS

MEETING DATE: February 17, 2021

SUBJECT: HCPL Mobile Resource Center Grant

PRESENTER: Trina Rushing, Library Director

ATTACHMENTS:

1. HCPL Mobile Resource Center Grant application
2. Vehicle Proposal

SUMMARY OF REQUEST:

Library staff requests approval to submit a Federal Library Services Technology Act (LSTA) grant application for the purchase a Ford 59 vehicle to be used as a Mobile Resource Center that will provide access to library, county, and community information and resources to underserved populations throughout Henderson County. This vehicle will go beyond the traditional use of a bookmobile by partnering with community organizations to address the literacy, digital access, and basic health and wellness needs of individuals who encounter barriers to needed resources. Through strategically planned stops and attendance at community events, this project will benefit both current and future library users by taking literacy, technology, educational resources and programming into the communities that need them the most.

The LSTA grant request is for \$100,000 with an anticipated \$102,000 match to be taken from Library donations and endowments. No additional funds will be requested of the County to complete this initial purchase.

BOARD ACTION REQUESTED:

Library staff requests the Board approve the submission of an LSTA Grant application for a Mobile Resource Center in the amount of \$100,000 with matching funds coming from Library donations and endowments.

SUGGESTED MOTION:

I move that the Board approves submission of an LSTA Grant in the amount of \$100,000 with matching funds coming from Library donations and endowments.

1. PROJECT TITLE

HCPL Mobile Resource Center

2. ABSTRACT

The Henderson County Public Library System proposes the purchase of a Mobile Resource Center that will provide access to library, county, and community information and resources to underserved populations throughout Henderson County. This vehicle will go beyond the traditional use of a bookmobile by partnering with community organizations to address the literacy, digital access, and basic health and wellness needs of individuals who encounter barriers to needed resources. Through strategically planned stops and attendance at community events, this project will benefit both current and future library users by taking literacy, technology, educational resources and programming into the communities that need them the most.

3. LIBRARY USERS AND NEED

- a. This project will benefit all of Henderson County's estimated population of 119,730 with a goal of focusing on underserved residents who currently struggle to access community and library resources due to socio-economic, language, and/or transportation barriers. This Mobile Resource Center will focus regularly scheduled stops in neighborhoods that are identified as targeting homelessness, low-income housing, Latinx communities, or extremely rural. The library will additionally bring the vehicle to community and school events, Farmers Markets, and festivals to increase the community's awareness of the services provided by the library and other county and community agencies.
- b. The Henderson County Public Library has a need to expand its outreach services to the most vulnerable, underserved residents of our community. The library currently utilizes a minivan to deliver physical materials to 354 homebound residents, including those in assisted living facilities, each month. This van remains in use throughout the week, leaving little opportunity to expand outreach services to other segments of our population. A Mobile Resource Center equipped with WiFi, technology, community resources, and a selection of titles for all ages will allow for this needed expansion.

In early 2020, the Henderson County Public library conducted surveys, focus groups, and community listening sessions to gauge effectiveness of current library services and resources, identify barriers to service, and identify key community issues that the library may help address through new services and community partnerships.

Through this process we found that while our in-library programs and collections are considered a strength, there are several barriers that prevent many residents from utilizing them. Some of the barriers mentioned were 'time', residents couldn't visit or attend programs during library hours; 'access to transportation', they were either unable to afford transportation or there's only one vehicle in the household; 'language',

no Spanish-speaking staff to assist or translate resources; 'didn't know about resource', the library is limited in its reach to underserved communities.

Additional barriers encountered by residents experiencing extreme poverty and/or homelessness include library card policies that require a permanent address, prohibitive fines/fees, lack of programs, resources, and knowledgeable library staff to address their most pressing needs and lack of trust of government agencies. The Henderson County Library has begun to address these needs by offering a low barrier card that removes the permanent address requirement and does not assess late fees, however, much more needs to be done to gain their trust and address their most pressing needs. By meeting them where they are with needed supplies and resources, the Mobile Resource Center would allow us to build relationships to bridge this gap in service.

Additionally, current demographic and community data revealed:

- 20.5% of our community lacks broadband access at home and 10.2% speak a language other than English at home. *(2018 US Census Bureau)*
- There are currently 268 homeless households with a combined total of 454 individuals in Henderson County. *(Henderson County Homeless Management Information System)*
- The total county poverty rate is 9.7%, however, 19% of children are considered food insecure. *(2018 US Census Bureau)*
- Just over 10% of adults 25 yrs and older do not have a high school diploma and 55% of children lack phonemic and print awareness skills when entering Kindergarten. *(2018 US Census Bureau and United Way of Henderson County 2025 report)*
- 6,054 residents live farther than 6 miles from an existing library outlet and 52,783 live farther than 3 miles from an existing library outlet. *(Henderson County GIS data)*

This data highlights the need for a WiFi enabled mobile unit that can meet the needs of these individuals by bringing internet capabilities, training and community resources where they are.

4. PROJECT DESCRIPTION

- a. Henderson County Public Library would like to purchase a Ford F59 step van to use as a Library Mobile Resource Center. The Mobile Resource Center (MRC) will go beyond the role of the traditional bookmobile and travel across Henderson County to reach residents of the community who are currently unable to access library and community resources.

The goal of this project is to provide these residents with an up to date mobile unit containing needed technology, materials, resources, and services. The new MRC will allow

visitors the opportunity to select their own books and materials, attend classes to increase their digital literacy and lifelong learning skills, obtain workforce development assistance, and get connected to needed community resources. The MRC will include a wheelchair lift, Wi-Fi connectivity, laptops, library materials, and allow set up to accommodate the public inside or outside of the vehicle.

Henderson County Public Library currently offers basic computer skills classes twice per month at the Senior Day Center. Most of the attendees are unable to drive and rely on public transportation to get them to the Center. Bringing the MRC to these already established classes will enhance the attendees experience by also providing them access to library materials and community resources.

Likewise, many of the homebound library users who already receive materials monthly have expressed interest in learning how to access digital library materials. With the help of the MRC, Library staff could better serve our senior and homebound population by incorporating digital literacy into these already established stops.

The Henderson County Public School district consists of 23 schools. Additionally, there are two public Charter Schools, several private schools, and 14 Head Start classes in Henderson County. During an average school year, only 3 to 5 of these schools have the resources to arrange a visit to the library. The Mobile Resource Center would provide an opportunity for the library to visit more schools in the county, with a focus on those in more rural areas and those that serve a large Latinx and migrant population.

The MRC will also bring community resources provided by project partners to individuals who might not otherwise be able to access them. Scheduled MRC stops may include car seat distribution from the Health Department, food and clothing distribution from Interfaith Assistance Ministry, ESL training and resources from the Blue Ridge Literacy Council, or intake assistance and referrals for needed health and human services resources.

The Library plans to initially schedule a minimum of 12 Mobile Resource Center stops per month throughout the community and has a goal of serving 400 visitors monthly. The number of stops will expand according to demand and staffing.

- b. The Library selected this as a solution as a Mobile Resource Center will most effectively address the identified barriers to library services. Currently provided library outreach efforts are well received in the community, but staff are limited in quantity and location of stops as well as in materials and services they can currently provide. The Mobile Resource Center will allow staff to provide more library materials at strategically placed stops, and offer more training and assistance needed.

Additionally, the MRC would allow for more coordinated outreach efforts across the county. The current practice of both Youth Services and Branch staff independently scheduling visits to schools and early learning centers makes it easy to double book some locations while

leaving others out. Likewise, inefficiencies and gaps in service occur when both the Instructional Librarian and Homebound Services staff separately serve the senior population, one by teaching basic computer skills classes and the other by delivering materials to residents. Additionally, library participation in large community events is often scheduled by whomever contacts the event coordinator first, which can result in an absence in library presence in events that provide potential for reaching underserved residents. The MRC, along with the Outreach Coordinator, would ensure that outreach efforts are coordinated across library branches so that all residents are receiving services equally.

- c. This project will result in an increase in the number of residents gaining access to library resources and materials (both print and digital), as well as an increase in program participation and circulation. Specifically:
- More Henderson County residents will obtain a library card. Total active cardholders will increase by at least 1% (400 residents).
 - Users of all ages who visit the MRC will find resources that inspire learning, spark curiosity, enhance reading experience, and raise literacy rates.
 - Parents and caregivers will learn best practices in sharing books and early literacy activities with children. They will feel more confident in helping their children learn and more aware of resources the public library offers to assist and support them.
 - Users will experience an increase in digital literacy knowledge and skills.
 - Traditionally underserved populations will gain a greater awareness of, and use for, library resources, and gain a connection with needed community resources through partnerships already established with other agencies.
- d. The library will sustain this service with funding from the County to provide staffing, vehicle maintenance, and replacement of materials and equipment as needed. Additionally, the Friends of the Library will provide funding to enhance materials, equipment, and resources based on community needs.
- e. Project Partnerships include:

Public Health Department: Will educate community members on available resources and connect them with needed resources. Will utilize MRC for child safety seat distribution events. Library staff will issue library cards, provide materials, teach computer classes, and offer DIY workshops based on interest during these stops. This will provide the Health Department access to community members who, due to transportation barriers, may not currently be aware of or utilize their services.

Blue Ridge Literacy Council: Will facilitate family and senior literacy workshops, parenting skills activities, and English language activities at stops. Will assist with locating stops that will target the Latinx and ESL populations. Library staff will provide materials and programming for the children at these stops. This will enhance the Literacy Council literacy initiatives and assist them with increasing the literacy rates among their clients.

Interfaith Assistance Ministry: Will assist with locating stops that target the homeless and low-income populations. Will utilize the MRC for new client intake as well as food and clothing distribution events. Library staff will issue library cards, provide materials, teach computer classes, and offer DIY workshops based on interest during these stops. This will allow IAM to reach community members in need who may have difficulty getting to their facility.

Henderson County Public Schools: Will coordinate MRC stops at county schools for class visits and special events throughout the school year as well as during the summer. Library staff will instruct students on how to use their Student Access ID to check out library materials and access resources, conduct story times, and provide additional training in library resources based on teacher request. This will help increase literacy rates among students and help instill a love of reading by providing increased access to reading materials and resources.

Henderson County Homeless Coalition: Will assist in locating stops that target the homeless population. Will utilize the MRC to connect these individuals with needed resources. This will provide the Coalition access to individuals who may not currently be aware of or utilize their services. Library staff will issue library cards, provide materials, teach computer classes, and offer DIY workshops based on interest during these stops. Through food, clothing, car seat, and other resource distribution, it is the expectation that the MRC will be viewed as a point of trust for this hard to reach population.

Western Carolina Community Action: Head Start: Will coordinate stops at Head Start facilities at times when both the children and parents are able to visit. Will assist library staff in presenting youth literacy programs and parent information sessions to their largely ESL/migrant population. This will help increase kindergarten readiness in these children by introducing these families to library resources and materials that will improve both phonemic and print awareness skills.

Boys and Girls Club: Will coordinate and promote MRC stops at their facility during after school hours. This will enhance their literacy initiatives by providing their over 950 enrolled youth with access to library materials and resources. Library staff will instruct youth in using their Student Access ID to check out materials and access resources, and provide trainings and workshops based on interest.

Council on Aging: Will coordinate and promote MRC stops at their Senior Center. Will help identify the needs of their clients so library staff can incorporate the most beneficial materials, digital literacy classes, and DIY workshops into stops. This will assist the Council on Aging in meeting their mission to connect, engage, and support adults in our community.

5. EVALUATION

a. The outputs the library anticipates meeting or exceeding are:

- Total collection use will increase by 2-2.5% (17,000 – 21,000 items).
- Total active library cardholders will increase by 1% (400 new cardholders)
- The MRC will conduct a minimum of 12 stops and serve 400 visitors per month.
- The quantity of program offerings and total program participation will increase by 3% (35 programs, 750 participants)

In subsequent years, we will utilize thorough statistics such as door count, library cards issued, circulation numbers, technology usage, program attendance, patron interactions and periodic surveys to determine the effectiveness of both individual stops and the overall Mobile Resource Center program.

- Staff will record the number of attendees that visit the mobile resource center at each stop.
- Staff will record the number of library cards issued during stops.
- Our ILS system will be set up to recognize the mobile resource center as a separate branch, thus enabling HCPL to accurately record circulation statistics.
- Staff will keep statistics for the number of reference, technology, and job/career questions answered.
- Staff will track number of programs and total program attendees for programs held during stops.
- Staff will conduct periodic surveys to assess resource needs and awareness of library and community resources.

b. The measurable outcomes the library anticipates are:

- Rural MRC patrons will experience reduced travel time to a library branch from 20 minutes to a 10 minute or less drive. This will be accomplished through increased presence, accessibility, and visibility of the library into underserved areas of Henderson County.
- Parents and caregivers will gain a greater awareness of materials and resources the public library offers and will feel more confident in helping their children learn.
- MRC patrons will gain a greater awareness of materials and resources the public library offers and will feel confident using the resources for their lifelong learning needs.
- MRC patrons will experience an increase in digital literacy knowledge and skills.
- MRC patrons will gain a greater awareness and usage of community resources as determined by the number of successful referrals to local agencies and periodic survey results assessing gained awareness of library and community resources.

6. PREPARATION

In early 2020, the Henderson County Public Library (HCPL) conducted surveys, focus groups for both patrons and staff, and community listening sessions to gauge effectiveness of current library services and resources, identify barriers to service, and identify key community issues that the library may help address through new services and community partnerships. The resulting data highlighted the need for a Wi-Fi enabled mobile outreach vehicle that can meet the needs of underserved individuals by bringing internet capabilities and needed training and community resources where they are.

A committee of library staff was then formed to determine the scope of needs HCPL wanted to meet through this outreach vehicle. In order to gain a full understanding of the possibilities of such a program, several committee members attended the virtual Association of Bookmobile and Outreach Services conference. Additionally, we participated in a 3-part Library Mobile Outreach webinar series that included a guide for selecting the correct vehicle for our library, selecting the correct options and features for the vehicle, and a step-by-step approach to implementing the service.

Using this information, we first identified all the components we wanted to incorporate into the vehicle itself, then obtained quotes to determine the scope of our budget needs. We then consulted with county departments, the local school system and community organizations to determine the type of services that would be needed the most, as well as areas where community members already gather.

Finally, we gained County Administration approval to proceed with this project, obtained approval to hire a Community Outreach Coordinator to lead this initiative, and secured funding for both the initial purchase as well as the ongoing maintenance and support of the vehicle.

7. LENGTH OF PROJECT

This is a one-year project that will be completed during FY21-22. The vehicle build and delivery timeline is 9-12 months.

8. PROJECT TIMELINE for this year of the project

ACTIVITY	COMPLETION DATE	ASSIGNED STAFF & TOTAL % TIME SPENT
LSTA Grant Awards Announced. Commissioners approve receipt of award.	June 2021	Trina Rushing (5%)
Request RFPs & award contract for the specialty vehicle purchase.	July 2021	Trina Rushing and Doug Guffey, Purchasing Agent (5%)

Committee meeting to review timeline and assigned staff	July 2021	Administrative & Outreach Staff (5%)
Design graphics for vehicle wrap	August 2021	Trina Rushing and Vendor (5%)
Order vehicle and confirm requested customizations	August 2021	Trina Rushing (5%)
Contact community partners to establish stops, routes, and schedules	Sept-Nov 2021	Outreach staff (15%)
Purchase materials, technology, and mobile furniture	Nov-Dec 2021	Outreach staff (15%)
Test internet connectivity at each proposed stop and practice routes to determine timing, parking, etc.	Jan-Feb 2022	Outreach staff (15%)
Create marketing materials and vehicle request procedures.	March-April 2022	Lisa Donaldson and Outreach staff (15%)
Take possession of new vehicle. Vehicle drivers trained on usage and maintenance.	May 2022	Vendor & select Outreach staff (10%)
Begin marketing routes and services via media sources.	May 2022	Lisa Donaldson (10%)
Stock vehicle with materials, technology, furniture, etc.	May 2022	Outreach staff (20%)
Test established routes and attend community events.	June-Aug 2022	Youth Services and Outreach staff (10%)
Begin providing surveys and tracking metrics (circulation and program participation) as well as referrals to other county services.	June 2022	Outreach staff (5%)
Staff meeting to review initial survey results and make route/service adjustments	July 2022	Administrative & Outreach staff (10%)
Complete LSTA final report	August 2022	Trina Rushing (10%)

9. MATCHING FUNDS

- a. The required match for funding this project is 25% or \$50,532. However, the actual total match will be 101% or \$102,127.
- b. All matching funds will be provided by available library donations and endowments.

10. BUDGET TABLE

	Budget Category – see descriptions above	Quantity of Items	Cost per Item	Matching Funds	LSTA Funds	Total Funds
A	Salaries/Wages/Benefits					
	Use separate row(s) for each staff person	1				
B	Consultant Fees					
	Use separate row(s) for each consultant	1				
C	Travel, library staff only					
	Use separate row(s) for each staff person	1				
D	Supplies/Materials					
	Group items together by type or program					
E	Equipment that exceeds \$5,000 per item					
	Ford F59 Step Van with Morgan Olson Body; Fully outfitted includes: ADA Wheelchair lift, Interior & Exterior Mounted TVs, PA System, Wi-Fi Connectivity package, Full Graphic Exterior Wrap, 14' electric power awning	1	\$202,127	\$102,127	\$100,000	\$202,127
F	Services					
	Use separate row(s) for each service provider	1				
G	Subtotal			\$102,127	\$100,000	\$202,127
H	Indirect Costs (IDC): applicants must choose one, IDC may only be charged against LSTA Funds.					
	<input checked="" type="checkbox"/> The library chooses not to include Indirect Costs. <input type="checkbox"/> The library chooses a rate not to exceed 10% of modified total Direct Costs AND declares it is eligible for the 10% rate. <input type="checkbox"/> The library has a rate of _____ % that has been negotiated with a federal agency.					
I	Total Funds Requested				\$100,000	
	Round up to nearest dollar; use this total to enter in Online Signature Page.					

State Library of North Carolina
2021-2022 LSTA Online Signature Page

Print this page, obtain the required signatures, scan the PDF and return it with the application as one attachment to LSTA@ncdcr.gov by 11:59 PM on March 1, 2021.

Project Title: HCPL Mobile Resource Center Grant Type: Project Grant
Institution/Library: Henderson County Public Library Year 1 of 1
Mailing Address: 301 N Washington Street
City: Hendersonville Zip Code: 28739

Library Director, Name: Trina Rushing
Phone: 828-697-4725 Email: trushing@hendersoncountync.gov

Project Manager, Name: Trina Rushing
Phone: 828-697-4725 Email: trushing@hendersoncountync.gov

Authorizing Official, Name: William Lapsley Email: wlapsley@hendersoncountync.gov

LSTA Funds Requested this year: \$ 100000
Matching Funds: \$ 102127
Project Total this year: \$ 202127

Project Abstract:

The Henderson County Public Library System proposes the purchase of a Mobile Resource Center that will provide access to library, county, and community information and resources to underserved populations throughout Henderson County. This vehicle will go beyond the traditional use of a bookmobile by partnering with community organizations to address the literacy, digital access, and basic health and wellness needs of individuals who encounter barriers to needed resources. Through strategically planned stops and attendance at community events, this project will benefit both current and future library users by taking literacy, technology, educational resources and programming into the communities that need them the most.

Certification and Signatures (please sign)

We are aware of and agree to comply with all state and federal provisions and assurances required under this grant program. If awarded grant funds, we assure that we will carry out the grant project according to the approved grant application. This application has been authorized by the appropriate authorities of my institution/library.

Trina Rushing
Printed name of library director

William Lapsley
Printed name of local government or institutional authorizing official

Signature of library director

Signature of above official

Date

Date



101 S. Swing Rd. Greensboro, North Carolina 27409
Phone (877) 905-4678 (336) 297-9600 FAX (336) 297-4674
www.msvehicles.com

Proposal Acceptance MSV Series 2000

Henderson County Public Library
301 N Washington Street
Hendersonville, NC 28739
Contact: Trina Rushing
Email: trushing@hendersoncountync.gov
Proposal Date: October 14, 2020

One (1) MSV Series 2000 Bookmobile.....\$202,127.00

TERMS AND CONDITIONS:

1. Our detailed proposal does not include taxes, tags or fees.
2. Payment Terms: 20% upon award; 30% upon arrival of body and chassis; balance upon completion and acceptance.
3. This proposal is valid for 60 days.
4. Delivery timeline 9-12 months.
5. Vehicle completion dependent on factors such as body/chassis availability, raw materials availability, and production scheduling. Vendor shall not be liable for delays resulting from circumstances or causes beyond their reasonable control, including, without limitation, fire or other casualty, act of God, strike or labor dispute, war or other violence, or any law, order, or requirement of any governmental agency or authority.
6. Vendor reserves the right, at its discretion, to change or modify specifications in accordance with best practice to then-current requirements under all applicable regulations for manufacturing, preparations, and processes.

Customer

Name: _____

Signature: _____

Title: _____

Date: _____

Matthews Specialty Vehicles

Name: Caitlyn Braunns

Signature:

Title: Account Executive

Date: October 14, 2020

MSV Series 2000 Bookmobile Specifications



BASIC VEHICLE DIMENSIONS

Width:	Interior	90"
	Exterior	93"
Height:	Interior	85"
	Exterior	122" (Approximate)
Length:	Interior Load Space	245.5"
	Exterior	342"
Wheelbase:		208"

CHASSIS SPECIFICATIONS

TYPE

F59 Commercial Chassis

ALTERNATOR

175 amp

AXLES/SUSPENSION

Front: I-Beam 8,000 lbs. Tapered multi-leaf spring.

Rear: Dana S130, 15,000 lbs., 5.38 ratio. Tapered multi-leaf spring.

Shock absorbers: Sachs, 1.63" diameter

Stabilizer bar: front and rear

BATTERIES

78-amp-hr 750 CCA. 12-volts, maintenance free

BRAKES

Hydro Max power assist, 4 sensor/4 channel 4-wheel ABS system.

ENGINE

Gasoline 6.8 L 3-valve SOHC EFI Triton modular V10. 320 HP @3900 RPM. 460 ft. lbs. torque @ 3000 RPM.

FRAME

Ladder type single channel, 36,000 psi

FUEL TANK

40-gallon aft axle

G.V.W.R.

22,000 lb.

INSTRUMENTATION

The following instrumentation will be included:

- Headlamps switch and knob assembly
- Horn – dual note

- Speedometer
- Tachometer
- Trip odometer
- Oil pressure gauge
- Coolant temperature gauge
- Fuel gauge
- Transmission temperature gauge
- Indicator lights
- Message center with engine hour meter, outside air temperature and distance to empty

STEERING

Power, TRW, TAS 40-gear (includes cooler). 17.5" black vinyl steering wheel with tilt/cruise control.

TIRES

Six (6) 245/70R 19.5G BSW

TRANSMISSION

TorqShift 6-speed 6R140 automatic with Tow/Haul mode

WHEELS

Six (6) 19.5" x 6.75" steel wheels.

BODY SPECIFICATIONS

TYPE

Morgan-Olson Aluminum Walk-In Body

BUMPER

Full width, painted steel front bumper and a full width 12" grip strut steel bumper.

CAB AIR CONDITIONING

Integral cab air conditioning and heating system with dash controls.

DOORS

Cab:

Driver and passenger cab doors will be sedan style swing doors with slider windows. 2-step stepwells will be included for entry into cab.

Patron Entrance:

30" wide side entrance door with a 0.125" aluminum stepwell, piano hinge w/window forward of rear axle. Door will include two (2) nylon door straps and an aluminum drip rail above the door. Stainless steel grab

Rear Doors;

Two dual side swing doors mounted at rear of unit.

Auxiliary Step:

Install an electrically operated auxiliary step at side entrance door.

ENGINE COVER

OEM style hood.

EXTERIOR PANELS

Shall be .102" aluminum, upper and lower.

FLOOR

Driver's area – removable treadplate for access to the transmission.
Load space – heavy-duty ribbed aluminum extruded with interlocking panels covered with 3/4" exterior grade tongue-n-groove plywood.

HOOD

Fiberglass, upward lifting hood for ease of engine access and maintenance.

INSULATION

Ceiling, sides, rear panels, and under floor shall be insulated with spray-foam insulation to properly deaden sound, reduce vibration, and provide a thermal barrier. NCFI 362 is a two component, one-to-one by volume, self-adhering, seamless, high insulating efficiency spray applied, and rigid polyurethane foam system. NCFI 362 has been designed for use where Building Codes specify 25 Flame Spread and less than 450 Smoke Density per ASTM E-84 at thickness up to and including two inches. This NCFI system has been formulated with HCFC 141b as the blowing agent. Meets ASTM E-84, $FS \leq 25$, $SD \leq 450$ at 2 inch thickness.

LIGHTS

Combination stop/tail, turn, and reverse lights.

MIRRORS

Velvac heated remote control rear view mirrors with dash controls. Upper mirror is 63 sq. in. of flat surface and the lower mirror is 30 sq. in. of convex surface.

MUD FLAPS

Mounted behind rear tire sets with anti-sail brackets.

ROOF

Minimum .040" smooth one-piece aluminum sheeting with roof bows on 24" centers. 16 gauge galvanized steel roof bows in the last six feet of the truck shall be on 12" centers.

SEATBELTS

Three-point seat belt system for driver and passenger.

SIDE POSTS

0.125" x 1.5" x 1.5" vertical aluminum modified "H" beam extrusion on 24" centers.

SIDE WALLS

0.102" strain-hardened aluminum alloy side panels buck-riveted to side wall stiffeners for superior strength and durability.

UNDERCOATING

Entire underside of the apparatus will be undercoated including chassis, floor extrusions, step wells, and aluminum compartment.

WINDSHIELD

Windshield sloped back 29 degrees with one-piece rubber. All glass tinted.

WINDSHIELD WIPERS

Intermittent windshield wiper/washer with a single heavy-duty windshield wiper motor.

WIRING

Mounted within dedicated wire chases located in the upper perimeter corners of the interior. Wiring shall remain easily accessible after conversion.

SEATING

Driver/passenger seat shall be reclining with adjustments fore and aft, swiveling 180 degrees to desk. Upholstery to be selected by purchaser from vendor's selection list. Fabric or vinyl to cover seat(s) to be chosen by customer upon award.

STORAGE COMPARTMENTS

Compartments to be installed for storage of generator, batteries, and shoreline. Two (2) additional storage compartment will be designed and built to house customers supplied equipment based on allowable space.

CONVERSION PACKAGE

AUDIO

PA/Radio to be installed. One (1) set of exterior speakers provided for PA system. Will include one (1) handheld microphone and one (1) headset.

AWNING

14' electric powered awning installed on curb side of vehicle.

AUXILLARY STEP

An electric operated step will be provided below the entrance door. Step shall be a 30" wide tread area to be positive non-skid surface. Step will deploy when door is opened and include a switch on the dash to keep the step deployed. Step will automatically retract when ignition key is activated.

CABINETRY - FINISH

All interior cabinetry shall be finished using a UV wood acrylate finish cured with Ultra Violet light – one scaler coat plus one topcoat, both cured to total dry thickness of .8 – 1.0 mil. Finish shall contain 0% formaldehyde content, 0% VOC emissions, and exceed AWI, NKB, and ANSI standards with a 30%-40% reflection level.

CABINETRY – CONSTRUCTION

All interior cabinets shall be constructed using cabinet grade, hardwood veneer plywood. Plywood shall be constructed using cross-grain and long-grain Poplar and Fir core layers, sanded to ensure maximum smoothness.

Interior cabinetry **must** be constructed from pre-engineered components produced by a CNC router, with accuracy to design of +/- .002". Component design files must be kept by the vendor for a minimum of 15 years to allow for identical field replacement should such become necessary. (NO EXCEPTIONS)

All exposed edges shall have a 3mm, hardened PVC edgeband applied to ensure durability and superior aesthetical qualities. Banding shall be applied using AD-20, EVA Ethylene – Vinylacetate based adhesive and using only machinery.

CEILING

A padded vinyl ceiling will be installed throughout the body of the vehicle.

DELIVERY

A full-time staffed and qualified driver shall inspect and deliver vehicle. Representative will train staff on vehicle, bumper to bumper, to operate every component on vehicle and train other staff, if necessary.

ELECTRICAL SYSTEM

AC Electrical System:

Shall be a 120/240 VAC system rated for anticipated conversion load. System shall include a 125A rated distribution panel configured with UL listed type magnetic/hydraulic circuit breakers. Circuit breakers shall be sized per component manufacturer's recommendation or to 125% of anticipated load.

System shall be wired using EPM 12 gauge, 3-conductor (12/3), 600V rated, UL approved, multi-stranded boat cable. All wiring shall be color-coded: black = hot, white = neutral and green = ground. Additionally, wiring shall be labeled with machine-generated, self-laminating labels, listing circuit number and/or designation at all termination points. All wiring shall adhere to applicable NEC and FMVSS regulations.

Wiring shall be supported on 12" centers with insulated, non-conductive clamps. Wire bundles shall be tied with trimmed nylon ties. Extreme care shall be taken to prevent chafing, abrasion, and exposure to high heat. Wiring run in external areas shall be encased in conduit to further protect against damage.

A minimum of three duplex 15A 120 VAC outlets shall be provided inside the body of the vehicle, final location shall be determined during the pre-construction process. Two (2) exterior 120 VAC duplex GFCI receptacles will be installed. Locations to be determined after award of bid.

DC Electrical System:

Shall be a 12VDC, negative ground system rated for anticipated conversion load. System shall include distribution panel(s) using Type 1 automatic reset circuit breakers unless connected component manufacturers specifications require other. All added circuits shall be protected from over current by circuit breakers rated for a minimum of 125% of anticipated load. Circuit breaker functions shall be clearly designated by printed labels. Wiring shall be labeled with machine-generated, self-laminating labels, listing circuit number and/or designation at all termination points.

Auxiliary battery system shall include one (1) Group 31 deep-cycle battery and one (1) Group 31 generator dedicated battery, and one (1) 65A, three-stage, fully regulated battery charger wired to the generator and/or shore cord mounted in an exterior compartment (or suitable alternative). Battery charger must be fully regulated to prevent battery overcharging.

Charging system shall include provisions for automatic and manual battery bank merging to provide redundant battery power for vehicle and generator starting. System shall provide battery isolation during operation periods when the vehicle engine is not running to prevent depletion of both battery systems.

Wiring Requirements:

All high-current battery cabling shall utilize full-length cable runs sized to load; splices are not acceptable. Terminal ends shall be crimped with manufacturer recommended tooling and sealed using color-coded wrap.

All added wiring for 12VDC load runs shall be AWG 8, 10, 12 and 14, and conform to MIL-W-1678D type D. Wire terminals used shall conform to MIL-T-7928. Terminals shall be insulated with insulation grip, Type II, Class 2, and crimped with tooling recommended by manufacturer.

All added wiring shall be supported on 12" centers and bundles shall be tied with trimmed nylon ties. Entire system shall be installed to modern US automotive standards using best practices available at time of installation. Plastic grommets and/or dielectric sealants shall be used to protect wiring and/or looms where they pass through sheet metal, bulkheads or structural supports. Convuluted polyethylene tubing shall be used to protect against chafing and abrasion where required. Extreme care shall be exercised to provide for easy serviceability of the system in future years. Extreme care shall be taken to avoid the engine manifold, engine exhaust, muffler or any high-heat items that may subject the wiring to severe overheating during long periods of operation. These shall be the minimum acceptable wiring standards.

FLOOR COVERING

Install Altro® Transit Style flooring shall be installed. Customer will choose from manufacturer's selection of colors during pre-construction process.

FLOORPLAN

Custom floor plan designed and engineered using Computer Aided Drafting (CAD) technology. Floor plan will be provided on Size B paper and designed in 3/8" scale. (D size 1/2" scale also available).

GENERATOR

One (1) Onan Marquis 7.0 kW Gas Generator shall be installed. Generator fuel line will be tied into the existing chassis fuel tank. This fuel line will be installed approximately 1/4 off the bottom of the fuel tank. This is to assure the chassis fuel tank cannot be run out of fuel totally.

The generator shall be mounted beneath the vehicle on the street side, utilizing a "slide out" tray. General generator installation shall be in full accordance with manufacturer's recommendations including any air flow restrictions associated with the installation method.

GENERATOR COMPARTMENT

An aluminum compartment will be designed and built to accommodate the required generator. The compartment will be securely tied into body framework to avoid damage to the compartment and the equipment by road vibration and road surface faults. Generator shall have double swing-out doors for ease of access. The doors will have ventilation panels of louvered metal installed as required to move air over and around the generator, away from air inlets, and meeting

manufacturer's requirements. The generator compartment must be insulated to maximum possible for elimination of heat, noise, and fumes to the coach area through walls and/or flooring without interfering with necessary airflow. Insulation will surround all possible areas of the generator compartment. The latches will be locking Southco flush mounted latches, keyed alike.

GENERATOR CONTROLS

Generator start, stop, preheat switch and hour meter shall be located in the front interior of vehicle.

GRAPHICS, FULL WRAP VINYL EXTERIOR

The design, print and install of full coverage graphics package. Full coverage vinyl graphics package includes all sides and front and back covered with graphics and lettering. Graphics will be 3M-vinyl wrap package and will cover all windows with a perforated see through vinyl. The front cab area windows cannot be covered due to DOT regulations. The roof is also not covered.

HVAC

Air Conditioning:

Two (2) 15,000 BTU roof mounted Coleman air conditioner, 110 volt. The roof section shall be reinforced where air conditioners are to be mounted.

Heaters:

Two (2) heaters with remote thermostat will be installed.

INTERIOR LAYOUT

Custom casework and cabinetry shall be installed throughout the mobile unit. The following is included:

- Two (2) front desk installed behind driver and passenger seat.
 - Desk to include one (1) drop leaf, integrated pencil drawer, and upper cabinet.
- Two (2) patrons stations included.
- Thirty-two (32) 9" deep ACORE shelves to be installed.
- Sixteen (16) 11" deep ACORE shelves to be installed.
- Base cabinet with refrigerator below. MSV to use upper section of cabinet for Electrical Panel and vehicle controls.
- Recessed track will be installed in floor.
- Three (3) double sided book carts to be secured to recessed track. No wall securements.
- Interior ceiling mounted flip down TV installed at rear of unit. Included HDMI extender kit.
- Exterior mounted TV installed on curb side under awning. Includes volume control and one (1) set of speakers. HDMI extender kit included.
- Interior mounted wheelchair lift with vinyl cover.

LIGHTING

Interior:

Led light fixtures will be installed throughout the body of the unit.

Exterior:

One (1) LED scene light will be mounted at passenger side patron door.

One (1) LED scene light will be mounted at rear doors.

PAINT AND GRAPHICS

Vehicle comes with factory color base white. Vendor will supply a full vinyl wrap package. Graphics must be 3M™ Scotchprint™ and installed by a 3M™ Scotchprint™ Graphics Certified installer. Installer must be a member of the United Application Standards Group (UASG). When you choose 3M's matched component products to produce Scotchprint® Graphics, you'll know that every component has been designed, developed, tested and manufactured for superior performance and total compatibility. The result is a range of perfectly balanced products that print, cut and apply consistently. With 3M matched component products, you can create graphics that meet your needs, from short-term promotional to long-

term durable applications. Graphics package design to be determined after award of bid.

SAFETY EQUIPMENT

- One (1) 5 lb. fire extinguisher
- One (1) Tri-view back-up camera with monitor
- One (1) back-up alarm
- One (1) first aid kit
- One (1) set of reflective triangles

SHORELINE CORD

Heavy-duty rubber covered 120/240-volt, 50 amp, 25ft. twistlock shoreline cord provided.

WIFI CONNECTIVITY PACKAGE

The following wireless equipment (or approved equal) will be installed according to final floorplan:

Wi-Fi:

- Peplink MAX BR1 Mini LTEA (Americas/EMEA)
- Wilson 556249 Signal 4G Repeater Kit AKA Weboost
- Mobile Mark LT401-CCJC-W240 Multi-band MIMO-LTE/WiFi/GPS Antenna

Digitization & Intelligent Indices

Lee King

Henderson County Register of Deeds

17 February 2021

Digitization Final Phase

What Has Been Done

- In 2015 we began digitizing images of our Deed and Deed of Trust Books from 2004 back to 1979.
- As of today, we have Deed Book images available to the public from 1932 to 2016 (Deed Books 200-1692).
- We also have Deed of Trust Book images available to the public from 1952 to 2016 (Deed of Trust Books 173-2912).
- Beginning on 1 January 2017 Deed and Deed of Trust Books were consolidated into the new Book of Record. All Books of Record are online and available to the public (Books of Record 3000-present).

Digitization Final Phase What Is Left To Be Done

- Deed Books 1-199 [Formation (1838) to 1931]
- Deed of Trust Books 1-173 (1887-1951)
- We are in the process of accepting bids to complete the scanning and enhancing the images for the remaining Deed Books.
- We have elected to postpone the final scanning of Deed of Trust Books at this time. Deed Books are more vital for Title Searches.

Indexing - Making the Indices Searchable

- Currently the Grantor/Grantee Indices from 1979 to present are computer searchable or intelligent.
 - User is able to search by Name.
 - User types in "Smith, John" and Deeds appear with the name of John Smith.
- The Indices from Formation until 1978 are not. Currently Index information is online from 1932-1978.
 - User has to type in Smith. An image of the index page for the period the user specifies (1838-1948, 1949-1961, or 1962-1978) appears.
 - User then selects the page of the Index to view the entries for "Smith"
 - An image of the page for "Smith" appears and user then selects the correct book and page for the image he/she wishes to view.
 - The desired image appears.

Indexing - Making the Indices Searchable

- Courthouse Computer Systems (CCS) has been our software vendor since August 2011.
- CCS has a proprietary system to make the indices in our software computer searchable or intelligent.
- These intelligent indices will function in the same way and manner as the indices we already have in place for documents recorded from 1979 to the present.

Time-Line, Cost, & Estimated Completion Dates

Process	Price	Estimated Completion Time
Final Phase of Digitization (Deed Books 1-199)	\$57,675* *Project is out for bid. Funding for the Final Phase of Digitization in the amount above is currently approved in the Current Fiscal Year's Budget.	June 2021
Indexing – Making the Indices Computer Searchable		
Phase 1 (Indices from 1962-1978)	\$69,020	December 2021
Phase 2 (Indices from 1949-1961)	\$38,010	June 2022
Phase 3 [Indices from Formation] (1838-1948)	\$80,825	December 2022
Total Cost of Indexing Project	\$187,855	
Estimated Balance of Automation and Enhancement Preservation Fund (AEPF)	\$213,400 - \$57,675 Scan Project Available Funds \$155,725 - \$10,000 Minimum Balance Reserve \$145,725 Available Funds	As of 15 February 2021

Time-Line, Cost, & Estimated Completion Dates

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	- \$57,675	Scan Project Available Funds
	\$155,725	
	- \$10,000	Minimum Balance Reserve
	\$145,725	Available Funds

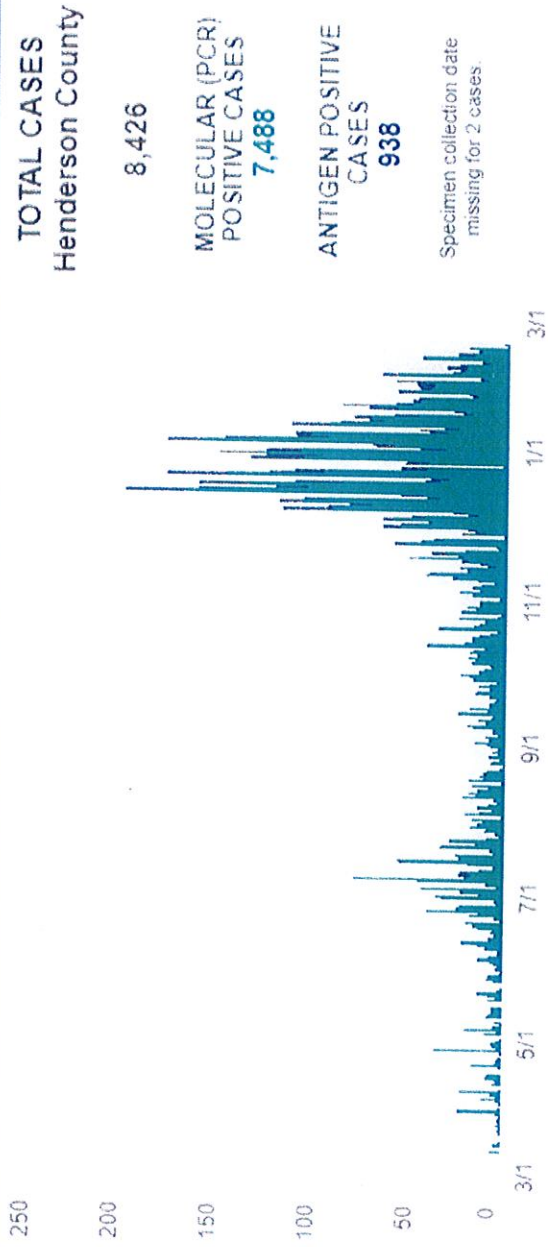
- \$187,855 - \$145,725 = \$42,130 Remaining Funds to be covered.
- Assuming that we collect on average \$6,500 per month over the remaining 5 months in this fiscal year and assuming we continue to collect AEPF Funds at the same rate for the 1st Quarter of FY2021-2022:
 - \$6,500 X 5 = \$32,500 estimated funds to be collected for the remainder of FY2020-2021
 - \$6,500 x 3 = \$19,500 estimated funds to be collected during the 1st Quarter of FY2021-2022
 - Total Estimated Funds for both periods = \$52,000
 - This would pay for the total project using AEPF funding while maintaining a \$10,000 reserve.

**HENDERSON COUNTY
BOARD OF COMMISSIONERS
COVID-19 RESPONSE UPDATE**

FEBRUARY 17, 2021

DATA & TRENDS

Cases by Date of Specimen Collection - Henderson County



DATA & TRENDS

Daily New Cases Rate per 100,000

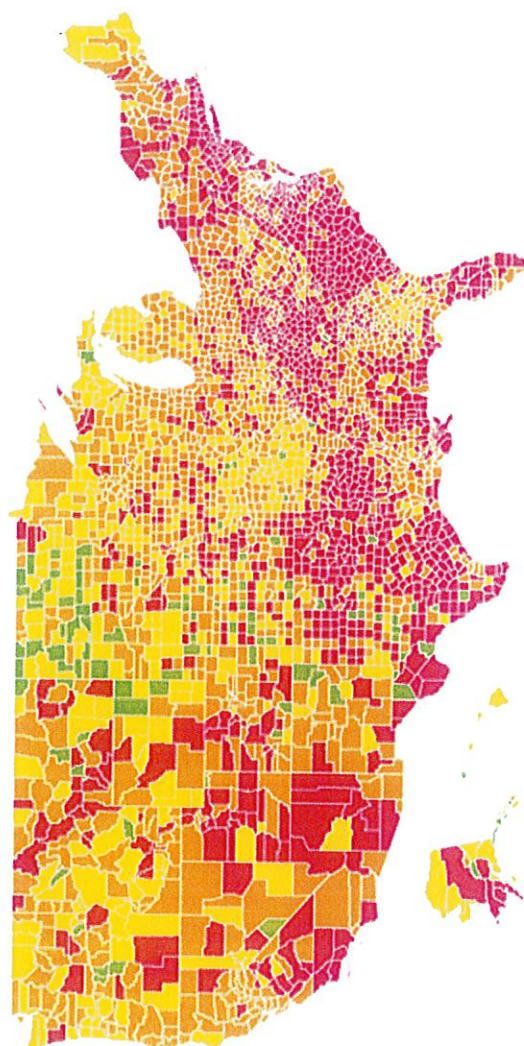
	<u>February 9</u>	<u>February 17</u>
United States –	35	28
North Carolina	58.3	35.3
Henderson County	58.3	26.6

Nationally, we hit a peak of cases in January and most jurisdictions are now reporting reductions in cases and hospitalizations.

- Harvard Global Health Institute

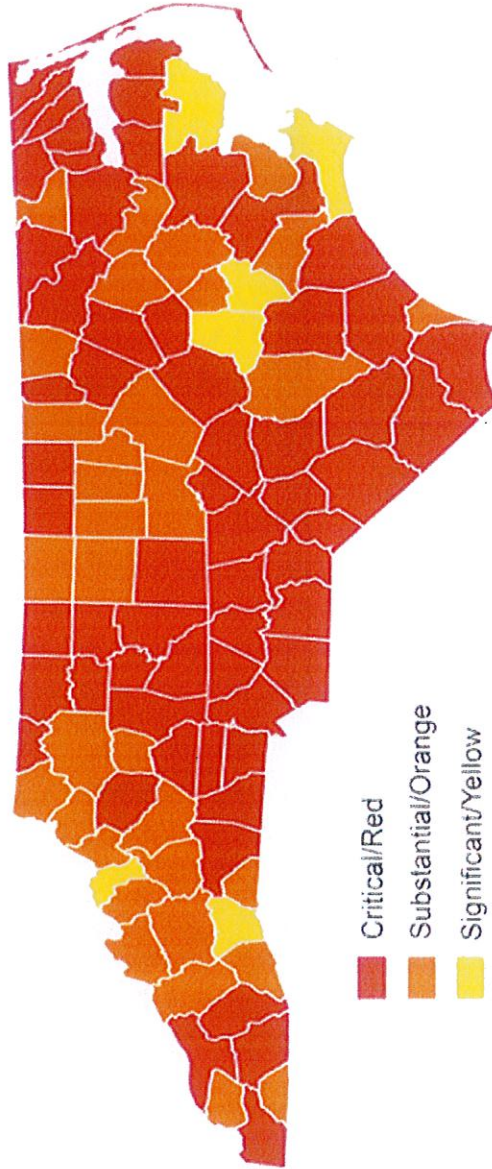
NATIONAL COVID 19 CASE DISTRIBUTION

Risk Levels by County



NC DHHS COUNTY ALERT MAP

NC Counties by Tier: Data from January 17 through January 30, 2021



DATA & TRENDS

	November 10, 2020	January 12, 2021	February 17, 2021
CASES	2,655	6,413	8,426
DEATHS	68	91	127
TESTS	44,830	73,403	102,639

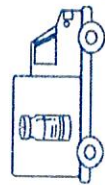
COVID-19 VACCINATION CAMPAIGN

Henderson County Vaccine Update
Groups 1 and 2 **Updated February 16**



Public Health
Henderson County, NC

Delivery of Health Department's 1st dose allocations has been delayed this week



0

1st dose vaccines received this week by the Health Department



17,698

Total number registered on vaccine waitlist

	Vaccines administered by the Henderson County Health Department*	Henderson County residents vaccinated as a whole**
Dose 1	4,307	13,975
Dose 2	1,831	6,667


*Includes vaccines before the waitlist launched on Jan. 27 | **Source: NCDHHS

COVID-19 VACCINATION CAMPAIGN

More resources than most jurisdictions

Strong partnerships between healthcare, public health and other community organizations

Resilient community that is prepared to do what is necessary



FOSTERING HOPES

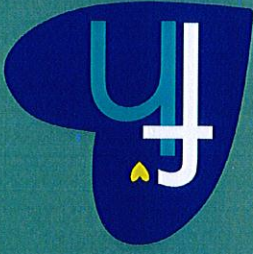
Mission Statement

Fostering Hopes exists to
improve the lives and lifelong
outcomes of children in
Foster Care.



FOSTERING HOPES

"20% OF FOSTER CHILDREN WILL INSTANTLY BECOME HOMELESS WHEN THEY TURN 18"



FOSTERING HOPE

WHY WE ARE NEEDED

Foster Care is the hidden root cause for so many of the broad social issues we face in society today.


Unless we make meaningful changes to how to deal with the foster care crisis, we will continue to be faced with significant economic and societal challenges.

"95% OF ALL CHILDREN IN FOSTER CARE EXPERIENCE AT LEAST ONE PLACEMENT DISRUPTION"

"NATIONALLY, MORE THAN HALF OF FOSTER PARENTS QUIT IN THEIR FIRST YEAR"

WHY WE ARE NEEDED

The ever-growing Foster Care crisis is straining an already overwhelmed system. Children face uncertain futures and multiple moves, often far from home. Foster families burn out. Costs are soaring as governments struggle to keep up with the challenges faced.



FOSTERING HOPES

Our Value

In addition to the community support, Fostering Hopes commits to recruiting 10 additional homes per year for the Henderson DSS Foster Care program to license. Why is that important?

Total Number of Children in Care (as of 02/12/21) = 162

Total Number of Children placed out of County (as of 02/12/21) = 44

Average cost of placing a child in a Henderson County DSS licensed home = **\$563 per month**

Average cost of placing a child out of County = **\$2977 per month**

Category	Percentage	Cost per month
Children in Henderson County	33.3%	\$563
Children placed out of County	66.7%	\$2977

\$131,000 per month - Children in county

\$66,434 per month - Children out of county

FOSTERING HOPES

WHAT IS THE NEED?

"80% OF INMATES INCARCERATED IN OUR PRISONS ARE FORMER FOSTER YOUTH"

"60% OF ALL SEX TRAFFICKED PEOPLE ARE CURRENT OR FORMER FOSTER YOUTH"

"70% OF GIRLS IN FOSTER CARE WILL BECOME PREGNANT BY THE AGE 21"


"50% OF YOUNG PEOPLE AGING OUT WILL DEVELOP A SUBSTANCE DEPENDENCE"

FOSTERING HOPES

http://www.fostercare2.org/ask-the-pros-2, https://nfy.org/issues/sex-trafficking/#--text=foster%20youth%20and%20sex%20trafficking%3A%20facts%20%26%20figures;text=The%20BIM%20Dest:mat%20sex%20affckngfoster%20care%20or%20group%20homes, https://nfy.org/51-useful-aging-out-of-foster-care-stats:social-face-media/

HOW WE WILL MEET THE NEED

- Develop Foster Care Ministries with church, community, and business partners ('Hubs').
- Provide staff to support Hub partners to help direct, encourage, and implement programs.
- Facilitate and connect Hubs and partner agencies to meet the direct needs of families and children in the community.
- Contract with local DSS agencies to recruit families to meet specific placement needs and reduce out-of-County placements.

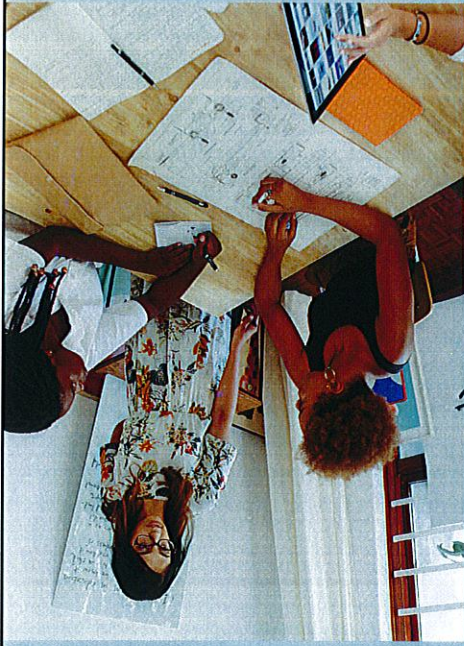


FOSTERING HOPES

44 children placed out of County is costing the Department an additional \$1.5 million per year. Simply getting 10 additional homes licensed in County, averaging 1.5 placements per home per year, would save the County \$500,000+ per year.




FOSTERING HOPES



- Increase in licensed foster homes in-County
- Decrease of children placed out-of-County
- Increase in placement stability
- Increase in foster parent retention
- Brighter futures for foster children

Expected Outcomes

HOW WE WILL MEET THE NEED

- Provide training to the community to increase understanding of Foster Care, trauma, and challenges faced by children, foster families, and biological families.
- Empower the community to recognize that everyone can have a role to play in the Foster Care system, beyond simply taking children into your home.
- Collect and present evidence-based data and statistics to educate governments and communities on the far-reaching impacts and long-term implications of inefficiencies in the Foster Care system.



FOSTERING HOPES

Our Board

Alex Williams - President
9+ Years leading Foster & Adoption Programs in NC


Bill Austin - Board Chair
Former Director of Selee; with 40+ years in Corporate Finance, M&A, Real Estate & Risk Management.

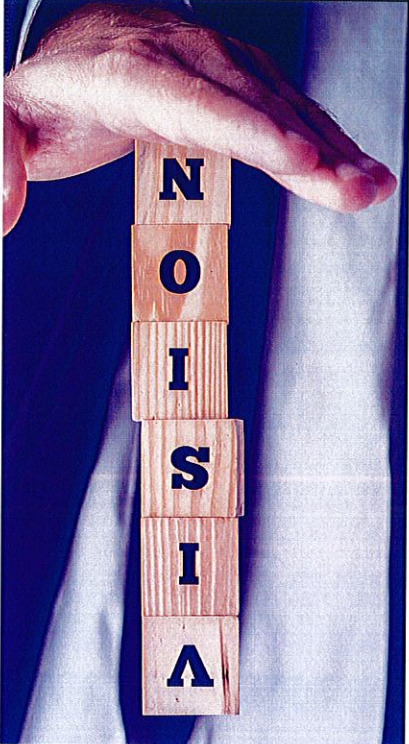
Brian Courcelle - Treasurer
CFO of Nash Investments, Former Design & Development Manager with Fazio Golf Course.

Dr Peggy Terhune
President/CEO of Monarch NC

Bob Goodale
Former CEO of Harris Teeter and former NC Deputy Secretary of Commerce


Angelina Spencer
13+ years as NC State Licensing Consultant, former Chief Program Officer with Crossnore School & Children's Home.





Future Growth and Vision

Fostering Hopes has a multi-year, statewide vision to impact positively and improve the Foster Care system. After successfully showing our proof of work, Fostering Hopes plans to expand statewide, working with County directors, NC DHS, and state legislators to implement our program in order to bring the work of Fostering Hopes to all 100 Counties.



Next Steps

If you are interested in taking the next steps
in becoming a partner of Fostering Hopes,
please contact Alex Williams:

awilliams@fosteringhopes.org

828-630-8413

Fostering Hopes, Inc.

P.O. Box 2870

Asheville, NC 28802

www.fosteringhopes.org



FOSTERING HOPES