

PERSON COUNTY BOARD OF COMMISSIONERS
MEMBERS PRESENT

DECEMBER 7, 2020
OTHERS PRESENT

B. Ray Jeffers
Jimmy B. Clayton
Kyle W. Puryear
Gordon Powell
C. Derrick Sims
Charlie Palmer
Patricia Gentry

Heidi York, County Manager
Brenda B. Reaves, Clerk to the Board
C. Ronald Aycock, County Attorney

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, December 7, 2020 at 7:00pm in the Person County Office Building Auditorium.

Chairman Jeffers called the meeting to order and recognized the Person County Sheriff's Office Honor Guard to present Colors and to lead the group in the Pledge of Allegiance.

Chairman Jeffers offered an invocation.

County Attorney, Ron Aycock participated in the meeting remotely.

RACE UNITY MONTH PROCLAMATION:

Chairman Jeffers read and presented a Proclamation proclaiming the month of December 2020 as Race Unity Month to Mr. Ronnie Dunevant.

Proclamation Race Unity Month

- Whereas* racial unity plays an increasingly important role in our world today; and
- Whereas* racial unity is one of the most sublime of human pursuits and should be subscribed to by all races and creeds; and
- Whereas* racial unity is the vision of all peoples and one of the greatest forces in creating peace and harmony; and
- Whereas* BASICS (Brothers and Sisters in Conversation) is dedicated to encouraging getting people to recognize and understand differences as well as the common ground among the diverse races and cultures in Person County, and

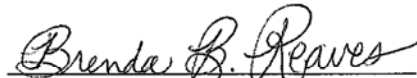
NOW, THEREFORE, I, B. Ray Jeffers, by virtue of the authority vested in me as Chairman of the Person County Board of Commissioners, do hereby proclaim **December 2020 as Race Unity Month** in Person County, North Carolina, and ask that all citizens of this community observe and take part in activities, recognizing the importance of racial unity to the cultural life of our City, State, Nation and World.

Adopted, this the 7th day of December 2020.




B. Ray Jeffers, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves, NCMCC, MMC
Clerk to the Board

December 7, 2020

APPROVAL OF MINUTES OF NOVEMBER 16, 2020:

Chairman Jeffers presented to the Board the minutes of November 16, 2020 for approval.

A **motion** was made by Commissioner Clayton and **carried 5-0** to approve the minutes of November 16, 2020.

RECOGNITION OF COMMISSIONER JIMMY B. CLAYTON:

Chairman Jeffers presented Commissioner Jimmy B. Clayton a plaque in appreciation of twenty (20) years of service (December 4, 2000 to December 7, 2020) including four (4) years as the Board's Chair and six (6) years as the Board's Vice Chairman. Chairman Jeffers thanked Commissioner Clayton for his example and efforts on behalf of the citizens of Person County. All commissioners extended their personal gratitude for his service. Mr. Clayton commented he strived to do what was best for the citizens of Person County. Mr. Clayton requested a moment of silence to honor the memory of former commissioners, the late Larry Bowes and Eugene Berryhill to whom he had the honor to work alongside.

RECOGNITION OF B. RAY JEFFERS:

Vice Chairman Powell presented to Chairman B. Ray Jeffers a plaque in appreciation of the twelve (12) years of service (December 1, 2008 to December 7, 2020) including this last year serving as the Board's Chairman and three (3) years as the Board's Vice Chairman. The outgoing commissioner commented on his experience saying he appreciated the opportunity to serve Person County. Commissioners extended their personal gratitude for his service to the citizens of Person County.

Chairman Jeffers then passed the gavel to County Attorney, Ron Aycock to preside over the Board.

SWEARING-IN CEREMONY:

County Attorney, Ron Aycock introduced the Honorable Deborah L. Barker, Clerk of Superior Court. Ms. Barker administered the Oath of Office to the newly elected Commissioners Patricia “PJ” Gentry, Charlie Palmer, Gordon Powell, and Derrick Sims.

ORGANIZATION OF BOARD:

County Attorney, Ron Aycock proceeded to the nomination and election of the Board’s Chairman and Vice Chairman.

County Attorney, Ron Aycock presided and called for nominations for Chairman of the Board of Commissioners.

Commissioner Puryear nominated Commissioner Powell for Chairman of the Board. There were no other nominations for Chairman.

A **motion** was made by Commissioner Sims and **carried 5-0** to close the nominations for Chairman of the Board of Commissioners, and by acclamation elect Commissioner Powell as Chairman of the Board.

County Attorney Aycock opened the floor for nominations for Vice Chairman of the Board of Commissioners.

Commissioner Sims nominated Commissioner Puryear for Vice Chairman.

A **motion** was made by Commissioner Gentry and **carried 5-0** to close the nominations for Vice Chairman of the Board of Commissioners, and by acclamation elect Commissioner Puryear as Vice Chairman of the Board.

Chairman Powell took the gavel to preside over the meeting. He thanked his fellow commissioners for their show of confidence to elect him their Chairman.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

A **motion** was made by Commissioner Sims and **carried 5-0** to approve the agenda.

December 7, 2020

APPROVAL OF BONDS FOR THE FINANCE DIRECTOR, THE REGISTER OF DEEDS, THE SHERIFF, AND THE TAX ADMINISTRATOR:

County Attorney, Ron Aycock stated Chapter 161(Register of Deeds) and 162 (Sheriff) of the North Carolina General Statutes requires the Board of County Commissioners to approve the official bonds at the first meeting in December. The Bonds are a continuation of existing bonds and were secured by the County Human Resources Director, who also serves as Insurance Liaison. The Human Resources Director provided information that the Sheriff's bond, in the amount of \$25,000, is for the length of his term. The Bonds of the Register of Deeds in the amount of \$50,000 and \$100,000 each for the Tax Administrator and Finance Director (amount of each Bond is dictated by legislature).

Mr. Aycock requested Board approval of the Bonds of the Finance Director, the Register of Deeds, the Sheriff and the Tax Administrator as presented.

A **motion** was made by Vice Chairman Puryear and **carried 5-0** to approve the Bonds of the Register of Deeds in the amount of \$50,000 and \$100,000 each for the Tax Administrator and Finance Director as well as \$25,000 for the Sheriff.

PUBLIC HEARING:

ADOPTION OF 2021 SCHEDULE OF VALUES/PRESENT-USE VALUE SECTION:

A **motion** was made by Commissioner Sims and **carried 5-0** to open the duly advertised public hearing for the 2021 Schedule of Values/Present-Use Value Section.

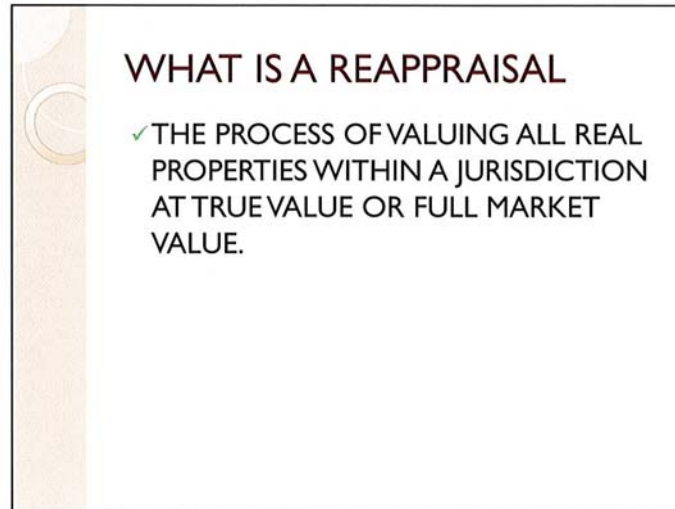
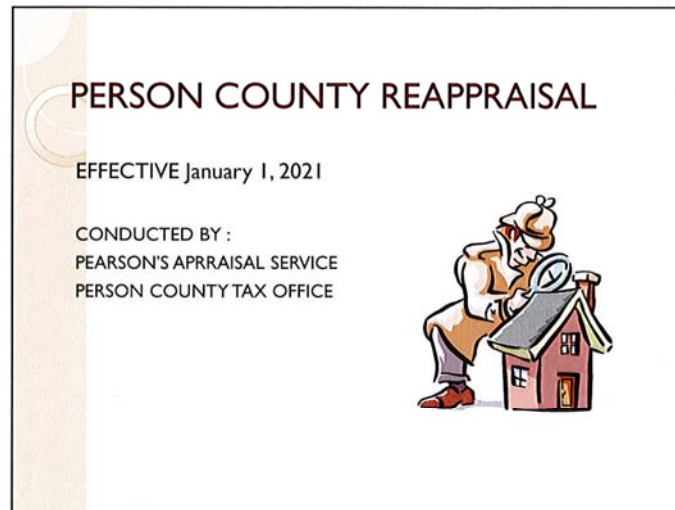
Tax Administrator, Russell Jones stated the 2021 Reappraisal was a turnkey project conducted by Pearson Appraisal Service. All appraisers are certified as appraisers by the NC Department of Revenue.

The Schedules were made available to the public by placing a copy in the Assessor's Office, and by posting a copy on the Person County Website. The public hearing was advertised in the *Courier Times* as required by General Statutes.

The Board shall conduct its public hearing and receive feedback on the Schedules; the Schedules will need to be adopted in two separate motions:

- 1) One motion for the adoption for the 2021 Schedule of Values, excluding the Present-Use Value section (pages 26-27), and
- 2) A second motion for to adopt the Schedule of Values, Present-Use Value Section (pages 26-27).

Mr. Jones shared the following presentation on the 2021 Reappraisal process resulting in the proposed 2021 Schedule of Values/Present-Use Values.



Mr. Jones noted True or Market Value is a requirement for North Carolina as a 100% assessment state. He added that only real property would see a change in value during revaluation. This includes all land (large tracts, building sites, lake lots, and subdivisions), improvements (buildings and other structures), industrial buildings, commercial property. Over 27,500 properties have been reviewed and reappraised.

PROPERTIES AFFECTED BY COUNTY WIDE REAPPRAISAL

- ✓ VACANT LAND AND LOTS
- ✓ RESIDENTIAL PROPERTIES
- ✓ COMMERCIAL AND INDUSTRIAL PROPERTIES

PROPERTIES NOT DIRECTLY AFFECTED BY COUNTY WIDE REAPPRAISAL

- ✓ PERSONAL PROPERTY
- ✓ UTILITY COMPANIES

Mr. Jones stated appraised, vehicles, equipment appraised annually at 100% of market value.

REASONS FOR REAPPRAISAL

- ✓ NORTH CAROLINA STATE STATUE
- ✓ EQUITY
- ✓ UNIFORMITY
- ✓ UPDATE PRICING AND DEPRECIATION SCHEDULES
- ✓ PREVENT LOSS OF REVENUE TO UTILITY COMPANIES

REASON #1 NORTH CAROLINA STATE STATUE

- ✓ UNLESS THE DATE SHALL BE ADVANCED AS PROVIDED, EACH COUNTY AS OF JANUARY 1 OF THE YEAR PRESCRIBED, AND EVERY EIGHTH YEAR THEREAFTER SHALL REAPPRAISE ALL REAL PROPERTY





REASON #2 EQUITY

- ✓ THE PROCESS OF ENSURING THAT ALL CLASSES OF PROPERTY ARE VALUED AT THE SAME LEVEL OF ASSESSMENT, AND THAT ALL CLASSES OF PROPERTY ARE ASSESSED ACCORDING TO NORTH CAROLINA STATE STATUTES.



REASON #3 UNIFORMITY

- ✓ ABOUT THE SAME AS EQUITY, EXCEPT UNIFORMITY APPLIES TO LIKE PROPERTIES
- ✓ THE PROCESS OF APPRAISING LIKE PROPERTIES WITH THE SAME CRITERIA

REASON #4 UPDATE PRICING AND DEPRECIATION SCHEDULES

- ✓ IMPLEMENT CURRENT COST OF CONSTRUCTION TO OBTAIN TRUE VALUE OR MARKET VALUE FROM LAST REVALUATION SCHEDULE
- ✓ GENERATE DEPRECIATION TABLES TO APPLY TO COST FOR PROPERTIES

REASON #5 ADJUSTMENTS TO TAX FILES

- ✓ REVIEW ALL PROPERTIES AND CHECK FOR ITEMS SUCH AS ADDITIONS, DELETIONS, REMODELING, AND RENOVATIONS
- ✓ MAKE ADJUSTMENTS FOR TYPES OF DEPRECIATION SUCH AS ECONOMIC, FUNCTIONAL OR PHYSICAL DEPRECIATION FROM LAST REVALUATION

5

Mr. Jones noted some aspects of a property change without a permit or the tax office's knowledge. This is the time when properties are adjusted for economic conditions. He further noted that the Tax Office uses Pictometry using sketch-check for accuracy.

December 7, 2020

Mr. Jones said the mandate was to stay above 90% to avoid “equalization with state appraised”. Since state appraised is adjusted annually, the tax appraisal must remain fair in the value vs. real property. He indicated that current sales are showing a 99% ratio, meaning that there is a 1% under assessment. A 90% sales ratio would indicate a loss in revenues of \$662,567 due to equalization.

REASON #6

LOSS OF REVENUE TO UTILITY COMPANIES

- ✓ ASSESSMENT LEVEL DETERMINES AMOUNT OF RELIEF GIVEN TO UTILITY COMPANIES-IF BELOW 90%
- ✓ CALCULATED THE YEAR OF REVALUATION AND THE FOURTH AND SEVENTH YEARS THEREAFTER
- ✓ BASED ON 2020 STATE APPRAISED VALUE, EACH PERCENTAGE POINT=\$ 66,257 IN RELIEF

TRUE VALUE OR MARKET VALUE

- ✓ THE PRICE ESTIMATED IN TERMS OF MONEY AT WHICH THE PROPERTY WOULD CHANGE HANDS BETWEEN A WILLING AND FINANCIALLY ABLE BUYER AND A WILLING SELLER, NEITHER BEING UNDER ANY COMPULSION TO BUY OR TO SELL AND BOTH HAVING REASONABLE KNOWLEDGE OF ALL THE USES TO WHICH THE PROPERTY IS ADAPTED AND FOR WHICH IT IS CAPABLE OF BEING USED.

WHO SETS TRUE VALUE OR MARKET VALUE

- TRANSFERS OF VALID QUALIFIED SALES—
BUYERS AND SELLERS—
OR OTHERWORDS ---**TAXPAYERS**
- REAPPRAISAL ONLY INTERPRETS THE
MARKET DATA OF SOLD PROPERTIES, THEN
DEVELOP MODELS WHICH WILL IMITATE
OR REPRODUCE THE TRUE VALUE OF
UNSOLD PROPERTIES

2019 REAL ESTATE SALE

SALES DATE

6/7/2019

SALES PRICE

\$ 117,000

2013 ASSESSED VALUE

\$ 100,100 at 85.55%

2021 ASSESSED VALUE

\$ 115,710 at 98.90%



2020 REAL ESTATE SALE

SALES DATE

2/28/2020

SALES PRICE

\$ 135,000

2013 ASSESSED VALUE

\$ 104,406 at 75.12%

2021 ASSESSED VALUE

\$ 132,914 at 98.45%



2020 REAL ESTATE SALE

SALES DATE

2/10/2020

SALES PRICE

\$ 189,000

2013 ASSESSED VALUE

\$ 142,441 at 75.37%

2021 ASSESSED VALUE

\$ 184,036 at 97.37%



2020 REAL ESTATE SALE

SALES DATE

9/18/2020

SALES PRICE

\$ 154,000

2013 ASSESSED VALUE

\$ 121,637 at 78.99%

2021 ASSESSED VALUE

\$ 149,665 at 97.19%



2020 REAL ESTATE SALE

SALES DATE

9/3/2020

SALES PRICE

\$ 150,000

2013 ASSESSED VALUE

\$ 110,159 at 73.44%

2021 ASSESSED VALUE

\$ 147,839 at 98.56%



2019 REAL ESTATE SALE

SALES DATE

4/12/2019

SALES PRICE

\$ 270,000

2013 ASSESSED VALUE

\$ 245,770 at 91.03%

2021 ASSESSED VALUE

\$ 261,760 at 99.95%



2020 REAL ESTATE SALE

SALES DATE

8/5/2020

SALES PRICE

\$ 340,000

2013 ASSESSED VALUE

\$ 280,681 at 82.55%

2021 ASSESSED VALUE

\$ 338,132 at 99.45%



2020 REAL ESTATE SALE

SALES DATE
9/11/2020
SALES PRICE
\$ 342,000
2013 ASSESSED VALUE
\$ 287,361 at 84.02%
2021 ASSESSED VALUE
\$ 327,073 at 95.64%



2020 REAL ESTATE SALE

SALES DATE
6/24/2020
SALES PRICE
\$ 535,000
2013 ASSESSED VALUE
\$ 299,462 at 55.97%
2021 ASSESSED VALUE
\$ 520,700 at 97.33%



2019 REAL ESTATE SALE

SALES DATE
10/7/2019
SALES PRICE
\$ 675,000
2013 ASSESSED VALUE
\$ 699,482 at 103.63%
2021 ASSESSED VALUE
\$ 661,633 at 98.02 %



2019 REAL ESTATE SALE

SALES DATE
9/20/2019
SALES PRICE
\$ 960,000
2013 ASSESSED VALUE
\$ 786,765 at 81.95%
2021 ASSESSED VALUE
\$ 950,036 at 98.96 %



2020 REAL ESTATE SALE

SALES DATE

10/20/2020

SALES PRICE

\$ 770,000

2013 ASSESSED VALUE

\$ 660,687 at 85.80%

2021 ASSESSED VALUE

\$ 748,204 at 97.17 %



2020 REAL ESTATE SALE

SALES DATE

2/20/2020

SALES PRICE

\$ 550,000

2013 ASSESSED VALUE

\$ 386,042 at 70.19%

2021 ASSESSED VALUE

\$ 536,770 at 97.59 %



2020 REAL ESTATE SALE

SALES DATE
8/20/2020
SALES PRICE
\$ 515,000
2013 ASSESSED VALUE
\$ 438,536 at 85.15%
2021 ASSESSED VALUE
\$ 500,666 at 97.22%



2020 REAL ESTATE SALE

SALES DATE
4/9/2020
SALES PRICE
\$ 35,000
2013 ASSESSED VALUE
\$ 34,224 at 97.78%
2021 ASSESSED VALUE
\$ 34,224 at 97.78%

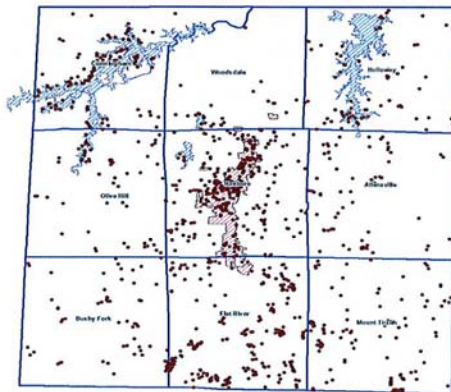


2019 REAL ESTATE SALE

SALES DATE
4/11/2019
SALES PRICE
\$ 69,000
2013 ASSESSED VALUE
\$ 59,211 at 85.81%
2021 ASSESSED VALUE
\$ 67,626 at 98.01%



SALES FOR 2021 REAPPRAISAL



15

Sales during 2019 and 2020, amounting to 1,000 qualified sales that help staff define market value. This is more than double the sales experienced during the 2013 reappraisal. From all qualified sales, the tax office develops the “Schedule of Values”.

December 7, 2020

SCHEDULE OF VALUES

- ✓ INSTRUCTIONS AND GUIDELINES TO VALUE ALL PROPERTY LOCATED IN PERSON COUNTY
- ✓ COMPILATION OF ALL DATA FROM COMPARABLE SALES APPLICABLE TO LAND AND IMPROVEMENTS
- ✓ ADOPTED BY PERSON COUNTY BOARD OF COMMISSIONERS
- ✓ APPLIED TO ALL PROPERTIES IN PERSON COUNTY ACCORDINGLY

WHAT'S NEXT IN THE REAPPRAISAL PROCESS?

- ✓ NOVEMBER 16, 2020-9:00am
Assessor's presentation of proposed 2021 Schedule of Values to the Board of Commissioners.
- ✓ December 7, 2020-7:00pm
Public Hearing on the Proposed Schedule of Values.
- ✓ December 7, 2020-7:00pm
Formal adoption of the Schedule of Values by the Board of Commissioners. Must be done before December 31, 2020.
- ✓ December 8, 2020
Taxpayers have the right to appeal the adoption of proposed Schedule of Values with the North Carolina Property Tax Commission within 30 days.

WHAT'S NEXT IN THE REAPPRAISAL PROCESS?

- ✓ December 8, 2020-mid January 2021
Reappraisal staff continue to apply the adopted Schedule of Values to properties to finalize the 2021 Reappraisal.
- ✓ January 2021
Notices of value to be mailed to all properties, along with instructions on how to appeal, if appropriate.
- ✓ February-March 2021
Informal hearings before appraisers by property owners.
- ✓ April-July 2021
Board of Equalization and Review hearings. Taxpayers have the right to appeal the decision of its decision to the North Carolina Property Tax Commission within 30 days.

17

Commissioner Sims asked when tax cards are updated in the system to which Mr. Jones stated current tax cards are based on the 2013 revaluation; he said the tax cards are updated with new values at the same time as the notices are mailed to property owners.

December 7, 2020

Commissioner Sims asked about the grade system used on the tax cards. Mr. Jones stated the grade system speaks to the complexity of the level to which the house is built as well as used as a guideline for the appraisers.

Commissioner Gentry asked how long did the revaluation process take to which Mr. Jones said it was a two-year plus process.

As Mr. Jones answered questions from commissioners; he explained more weight was placed on recent qualified sales reflecting today's market (no foreclosures are included). He explained how decks are valued separately and that the Schedule of Values are very complex and hard for the average citizen to understand. The Schedule of Values provides for equity and uniformity for a level playing field for values across the county.

Commissioner Puryear asked how many appeals would the tax office anticipate in the revaluation year to which Mr. Jones said they had about 3,500 appeals in the last revaluation but anticipated around 1,000 noting public confidence and uncertainty played a role in tax payer's decision to appeal.

There were no individuals appearing before Board to speak in favor of or in opposition to the 2021 Schedule of Values/Present-Use Value Section.

A **motion** was made by Commissioner Sims and **carried 5-0** to close the public hearing for the 2021 Schedule of Values/Present-Use Value Section.

CONSIDERATION TO ADOPT THE 2021 SCHEDULE OF VALUES, EXCLUDING THE PRESENT-USE VALUE SECTION (PAGES 26-27):

A **motion** was made by Commissioner Gentry to table this item to allow more time to understand the 2021 Schedule of Values, excluding the Present-Use Value Section (pages 26-27).

Vice Chairman Puryear asked Mr. Jones when action was needed for the Board of Equalization and Review to which Mr. Jones stated the Board would have to take action by March 1st whether to make appointments to the current Special Board of Equalization and Review or should the Board of Commissioners desire to sit as the Board of Equalization and Review.

Vice Chairman Puryear noted his fellow commissioners had not experienced taxpayer appeals to the Board of Equalization and Review and recommended them to have further conversations with Mr. Jones to better understand the revaluation process.

With further discussion, the Board consented to recess this meeting to December 15th at 9:00am to bring back the 2021 Schedule of Values to allow commissioners time to speak with Mr. Jones informally to more fully understand the reappraisal process and Schedules of Values.

Commissioner Gentry amended her motion as follows:

A **motion** was made by Commissioner Gentry and **carried 5-0** to table action on the 2021 Schedule of Values, excluding the Present-Use Value Section (pages 26-27) to December 15, 2020 at 9:00am.

CONSIDERATION TO ADOPT THE 2021 SCHEDULE OF VALUES, PRESENT-USE VALUE SECTION (PAGES 26-27):

A **motion** was made by Vice Chairman Puryear and **carried 5-0** to table action on the 2021 Schedule of Values, Present-Use Value Section (pages 26-27) to December 15, 2020 at 9:00am.

PUBLIC HEARING:

FISCAL YEAR 2022 NC DEPARTMENT OF TRANSPORTATION COMMUNITY TRANSPORTATION PROGRAM APPLICATION:

A **motion** was made by Commissioner Sims and **carried 5-0** to open the duly advertised public hearing for Fiscal Year 2022 NC Department of Transportation (DOT) Community Transportation Program Application.

Person Area Transportation System (PATs) Director, Kurt Neufang stated the purpose of the public hearing is to allow public comment on the administrative and capital requests for the FY2022 Community Transportation Program grant. PATs is applying for a grant totaling \$325,029. This includes administrative expenses of \$190,237 and capital expenses of \$134,792. The total local share of up to \$65,007 includes a 20% match for administration (\$38,047) and a 20% match for capital purchases (\$26,960). The capital request has been reduced due to confirming the need to replace only two aging vehicles, rather than four, as originally projected.

On November 16, 2020, the board approved the county's traditional local share of \$55,021 (10% match for administrative expenses and 15% match for capital expenses) for FY2022. The State of North Carolina notified PATs that applicants should be prepared to fund the entire local share of 20% in the event state funding is not available in the next fiscal year. If that were to happen, the county would need to fund the entire local share of \$65,007. This is an increase of \$9,986 over the amount previously approved by the Board of Commissioners.

If state funding is available, the county will be responsible for the traditional 15% of local funding for administrative expenses and 10% of capital expenses. However, for the grant application, NCDOT has instructed transit agencies to budget for the 20% local match for both administration and capital costs.

Mr. Neufang asked the Board to conduct the public hearing and receive comments regarding the grant application and to approve an additional \$9,986 to fund up to a 20% local match in the event that state funding is not available. This would bring the total local funding to \$65,007 to support the county's grant request.

When asked about the total fleet count, Mr. Neufang said he had 14 vehicles and two were slated by NCDOT to be replaced due to age/mileage guidelines.

There were no individuals appearing before the Board to speak in favor of or in opposition to the Fiscal Year 2022 NC Department of Transportation (DOT) Community Transportation Program Application.

A **motion** was made by Commissioner Sims and **carried 5-0** to close the public hearing for Fiscal Year 2022 NC Department of Transportation (DOT) Community Transportation Program Application.

CONSIDERATION TO GRANT OR DENY REQUEST FOR FY2022 NCDOT COMMUNITY TRANSPORTATION PROGRAM APPLICATION:

A **motion** was made by Commissioner Sims and **carried 5-0** to approve the Fiscal Year 2022 NC Department of Transportation (DOT) Community Transportation Program Application as presented.

INFORMAL COMMENTS:

There were no comments from the public.

DISCUSSION/ADJUSTMENT/APPROVAL OF CONSENT AGENDA:

A **motion** was made by Vice Chairman Puryear and **carried 5-0** to approve the Consent Agenda with the following items:

- A. Budget Amendment #7, and
- B. Person Industries Record Destruction

NEW BUSINESS:

ECONOMIC DEVELOPMENT COMMISSION RECOMMENDATION FOR PRODUCT DEVELOPMENT:

Economic Development Director, Sherry Wilborn presented the Economic Development Commission recommendation for product development by reading the following statement to the Board:

For those of you who have served on the Economic Development Commission or have regularly attended the meetings, you are aware that we have had some significant challenges with available and adequate buildings and sites for some time.

Going back to the fall of 2018, there were two major project announcements in the county for new jobs and investment – Polywood and Open Book Extracts. These two excellent investments located in existing buildings that were then upfit to match their production needs.

Since that time, the remaining existing inventory that we have had to submit for project requests and to market in recruitment efforts have not garnered a lot of interest for modern manufacturing. Most often, when we get feedback, the ceiling heights are not high enough, or the costs and time to upfit the older buildings have made other areas with newer facilities more attractive.

In economic development, there is an adage that says, “No product, no project.”

Over the last two years, the EDC has taken a heightened look at our inventory needs and considers that our chances for attracting new industry will be greatly reduced without adequate and available industrial space. With great intentionality, they have reviewed project data provided by the Economic Development Partnership of North Carolina, a study conducted by Creative Economic Development Consulting firm, professional recommendations by commercial contractors and brokers, activity of other counties in the region, and data tracked locally by the Economic Development department staff.

Locally, we could have submitted for 10 additional project requests this year, which represented up to 1,330 jobs and over \$232M in capital investment, if we had a 60,000sf building that was expandable up to 100,000sf with adequate ceiling heights.

The first recommendation of the EDC came about a year ago when they directed me to include a capital request of \$6.1 million dollars for the construction of a shell building. With capital requests having been placed on hold, project activity increasing, and project timelines shrinking, the EDC has moved forward on site development on a county owned parcel on North Park Dr., and is now requesting that you would authorize the county manager and the director to move forward with an RFP process to enter into a

public-private-partnership to construct a 60,000sf expandable shell building on the North Park site.

It is important to understand that a shell building does not guarantee projects, and the average maximum time that a shell might sit vacant is three years, as shared by other counties that have built multiple shell buildings and corroborated by a firm who specializes in speculative development.

If you authorize this request, you will not be committing to any funding at this time, as a public hearing would need to take place prior to that, but you would be signaling to the EDC and to any prospective construction companies that would respond to the RFP that your intent would be to move forward if the responses were feasible.

To further explain the public private partnership, the county would put up the land, the private partner would construct the building and assume the capital risk. The county would assume the interest carry until the building could be leased or sold and would decide what the value of the land would be to factor into the lease or sale price. The building is the property of the private partner. For perspective, a similar arrangement for an ~100,000sf building had a capital investment of about \$4M from the private partner and the public partner carry costs were ~\$27,000 per month. However, the building was leased prior to the completion of construction, and the public partner did not have to make any payments.

If authorized, the next steps would be to put together the RFQ/RFP package with support from the attorney and the engineering firm that has worked with us on the site plan and bring a timeline back to you at your January 4th meeting, if you so desire.

Ms. Wilborn told the Board that the Economic Development Commission (EDC) has been considering what steps the county should take to spur new jobs and investment in the absence of adequate and available inventory for modern manufacturing facilities. With current capital projects on hold and a county-owned site under development, the EDC unanimously supported recommending a public-private partnership to construct a 60,000sf expandable shell building at the North Park Site at its meeting held on November 24, 2020.

Ms. Wilborn noted NC Law, including but not limited to the provisions of NC General Statutes 143-128.1C and requested the Board to authorize the County Manager and Economic Development Director to take the necessary steps to advertise for a Request for Proposal and Qualifications to enter into a public-private partnership to construct a 60,000sf expandable shell building at the county-owned North Park site on North Park Dr. in Roxboro.

Chairman Powell asked Ms. Wilborn how many requests for a building as described to which she replied ten.

Commissioners commented economic development equals jobs and this was a good start.

A **motion** was made by Vice Chairman Puryear and **carried 5-0** to authorize the County Manager and Economic Development Director to take the necessary steps to advertise for a Request for Proposal and Qualifications to enter into a public-private partnership to construct a 60,000sf expandable shell building at the county-owned North Park site on North Park Dr. in Roxboro.

RESOLUTION ESTABLISHING 2021 SCHEDULE OF REGULAR MEETINGS FOR THE PERSON COUNTY BOARD OF COMMISSIONERS:

County Manager, Heidi York stated the North Carolina General Statute 153A-40 requires the Board of Commissioners to hold a regular meeting at least once a month. Ms. York presented to the Board a Resolution Establishing 2021 Schedule of Regular Meetings for adoption to sets it regular-meeting schedule to be posted and distributed prior to the new year.

Ms. York noted that in July 2020, the Board took action to hold its regular scheduled meetings in the County Office Building Auditorium until further notice. She further noted the proposed schedule of meeting posed no conflict with the following conferences:

- NACo Legislative Conference February 20-24 in Washington DC
- NACo Annual Conference July 16-19 in Austin, TX
- NCACC Conference August 12-14 in Wilmington, NC

A **motion** was made by Vice Chairman Puryear and **carried 5-0** to adopt a Resolution Establishing the 2021 Schedule of Regular Scheduled Meetings for the Person County Board of Commissioners.

The adopted resolution follows:



**Resolution Establishing
2021 Schedule of Regular Meetings for the
Person County Board of Commissioners**

WHEREAS, the Person County Board of Commissioners meets in the Commissioners' Room 215 in the Person County Office Building, located at 304 S. Morgan Street in Roxboro, North Carolina, unless otherwise noted below; and

IT IS, THEREFORE, RESOLVED, by action of the Person County Board of Commissioners the following Schedule of Regular Meetings for 2021 is set forth as following:

January 4, 2021	7:00 p.m. County Auditorium**
January 19, 2021 (Tuesday)	9:00 a.m. County Auditorium**
February 1, 2021	7:00 p.m. County Auditorium**
February 16, 2021 (Tuesday)	9:00 a.m. County Auditorium**
March 1, 2021 (Retreat)	9:00 a.m. County Auditorium**
March 15, 2021	9:00 a.m. County Auditorium**
April 5, 2021	7:00 p.m. County Auditorium**
April 19, 2021	9:00 a.m. County Auditorium**
May 3, 2021	7:00 p.m. County Auditorium**
May 17, 2021	9:00 a.m. County Auditorium**
June 7, 2021	7:00 p.m. County Auditorium**
June 21, 2021	9:00 a.m. County Auditorium**
July 12, 2021	9:00 a.m. County Auditorium**
August 2, 2021	7:00 p.m. County Auditorium**
August 16, 2021	9:00 a.m. County Auditorium**
September 7, 2021 (Tuesday)	7:00 p.m. County Auditorium**
September 20, 2021	9:00 a.m. County Auditorium**
October 4, 2021	7:00 p.m. County Auditorium**
October 18, 2021	9:00 a.m. County Auditorium**
November 1, 2021	7:00 p.m. County Auditorium**
November 15, 2021	9:00 a.m. County Auditorium**
December 6, 2021	7:00 p.m. County Auditorium**


December 7, 2020

**County Auditorium is located within the County Office Building located at 304 S. Morgan St., Roxboro, NC 27573

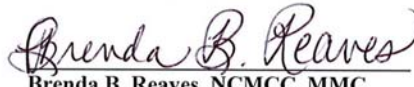
BE IT FURTHER RESOLVED that a copy of this Resolution shall be posted on the Board of Commissioners' bulletin board located outside the Commissioners' meeting room 215 of the County Office Building at least ten (10) days before the first meeting to which it applies, and that a copy of this Resolution shall be posted on the County website and distributed with the Sunshine email group.

Adopted this, the 7th day of December 2020.




Gordon Powell, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves, NCMCC, MMC
Clerk of Board

December 7, 2020

FISCAL YEAR 2021-22 BUDGET CALENDAR:

County Manager, Heidi York presented to the Board Fiscal Year 2021-22 Budget Calendar developed for the Board's adoption, outlining a schedule for the timing of the budget process. A Board Retreat is proposed for March 1st, along with the Capital Improvement Plan adoption in April, Presentation of the Recommended Budget in May, a required Budget Public Hearing on June 7th and Adoption of the FY2021-22 Budget Ordinance on June 21st. The dates outlined are subject to change if needed, but this will facilitate an organized budget process for staff and elected officials.

A **motion** was made by Commissioner Sims and **carried 5-0** to adopt the Fiscal Year 2021-22 Budget Calendar as presented.

PERSON COUNTY GOVERNMENT FISCAL YEAR 2021-22 BUDGET CALENDAR

Date	Task
Mon/Dec. 7, 2020*	BOCC adopts FY22 budget calendar
Wed/Jan. 13, 2021	CIP Requests due to Finance
Fri/Jan. 29, 2021	Personnel forms due to Human Resources
Fri/Jan. 29, 2021	Final insurance costs due
Mon/Feb. 8, 2021	Distribution of budget training manual and fee schedule requests to departments
Mon/Feb. 22, 2021	Departmental budget requests for operating & capital due to Finance and fee schedule requests due to Assistant County Manager
Mon/Mar. 1, 2021*	Board of County Commissioners Annual Retreat
Wed-Fri/Mar. 10-12, 2021 Tues-Fri/Mar 16-19, 2021	Departmental budget presentations with County Manager
Mon/April 5, 2021*	FY22 CIP presented to Board of Commissioners
Mon/April 19, 2021*	Adoption of FY22 CIP
Mon/ May 17, 2021*	County Manager presents recommended budget to Board of County Commissioners
Mon/June 7, 2021*	Board of Commissioners holds Public Hearing on recommended budget
Tues-Fri/June 8-18, 2021	Potential BOCC Budget work sessions (specific dates/times to be scheduled)
Mon/June 21, 2021*	Adoption of FY22 Annual Budget Ordinance
Thurs/July 1, 2021	FY22 budget available in accounting system
Fri/Aug. 13, 2021	Adopted budget document finalized and available online

** denotes a Board of Commissioners meeting date.*

December 7, 2020

VOTING DELEGATE DESIGNATION FOR THE NC ASSOCIATION OF COUNTY COMMISSIONERS LEGISLATIVE GOALS CONFERENCE:

County Manager, Heidi York stated voting credentials for NC Association of County Commissioners Legislative Goals Conference which will be held virtually January 14-15, 2021 is due by January 11, 2021. Ms. York noted each county will be entitled to vote on legislative goal proposal submissions brought before the membership.

Ms. York asked the Board to designate a Commissioner to attend the virtual Legislative Goals Conference as Person County's voting delegate. An alternative voting delegate may be assigned if deemed appropriate.

Commissioner Sims volunteer to represent Person County at the virtual conference.

A **motion** was made by Vice Chairman Puryear and **carried 5-0** to designate Commissioner Sims as Person County voting delegate and Commissioner Gentry as the alternate.

CHAIRMAN'S REPORT:

Chairman Powell reported that Cardinal Innovations will be appropriating \$30b in its catchment area to assist in placement of children in foster care including a response within 72 hours. He said Person County's funding is projected at \$700k over a two-year period.

COMMISSIONER REPORT/COMMENTS:

Commissioner Puryear welcomed new commissioners to the Board noting he was looking forward to working with them.

Commissioner Sims stated he was looking forward to working with the Board the next four years.

Commissioner Palmer said he was looking forward to helping the county; he said he would be retiring in February 2021 and would have more time to dedicate.

Commissioner Gentry said they would be doing good things together.

RECESS:

A **motion** was made by Commissioner Sims and **carried 5-0** to recess the meeting at 8:52pm until 9:00am on December 15, 2020. The recessed meeting will reconvene in the County Office Building Auditorium.

Brenda B. Reaves
Clerk to the Board

Gordon Powell
Chairman