

PERSON COUNTY BOARD OF COMMISSIONERS

APRIL 1, 2013

MEMBERS PRESENT

OTHERS PRESENT

Jimmy B. Clayton

Heidi York, County Manager

Kyle W. Puryear

C. Ronald Aycock, County Attorney

B. Ray Jeffers

Brenda B. Reaves, Clerk to the Board

Frances P. Blalock

David Newell, Sr.

The Board of Commissioners for the County of Person, North Carolina, met in regular session on Monday, April 1, 2013 at 7:00 pm in the Commissioners' meeting room in the Person County Office Building.

Chairman Clayton called the meeting to order, led invocation and asked Vice Chairman Jeffers to lead the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT/APPROVAL OF AGENDA:

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to add the following items to the agenda for consideration:

- a Resolution to maintain and support the current integrity and funding for the Parks and Recreation Trust Fund (PARTF); and a
- Discussion and consideration for appointments to fill the two resigned alternate seats on the Board of Equalization and Review.

A **motion** was made by Commissioner Blalock, and **carried 5-0** to approve the agenda as adjusted including the following two Closed Sessions:

- A Closed Session per General Statute 143-318, 11(a)(5) to consider the acquisition or lease of real property; and
- A Closed Session per General Statute 143-318.11(a)(2) for the purpose to consult with the county attorney in order to preserve the attorney-client privilege.

INFORMAL COMMENTS:

There were no comments from the public.

APPROVAL OF MINUTES:

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to approve the minutes of March 11, 2013.

April 1, 2013

OLD BUSINESS:

DISCUSSION OF ZONING ORDINANCE PERTAINING TO NONCONFORMING USES AND ACCESSORY USES:

Assistant County Manager, Sybil Tate and Planning Director, Paula Murphy guided the Board's discussion in further review of sections 101-2, 102-1, 60-5 and 60-6 of the current Zoning Ordinance. Ms. Tate reminded the Board a public hearing on the recommended changes was conducted at the Commissioners' January 7, 2013 meeting.

Non-conforming

Existing:

101-2 No building may be extended or enlarged or the amount of land devoted to a use increased unless such extensions or enlargements comply with all the provisions of this ordinance.

Planning Board Proposed 101-2:

Any structure existing at the time of adoption of this Ordinance which does not comply with setback or yard requirements, or which exceeds height requirements, may be continued in use but shall not be enlarged or extended unless such extensions or enlargements comply with all the provisions of this ordinance. No unenclosed portion of a building may be enclosed if the setback or height requirements are not met.

Ms. Tate stated the intent of this proposed section is to "grandfather-in" existing non-conforming structures, provided that no additional changes are made. Ms. Murphy explained property line setback requirements. Ms. Murphy confirmed that residents can request a variance from the Board of Adjustment for non-conforming uses.

It was the consensus of the Board that the Planning Board Proposed 101-2 is acceptable for amendment to the Zoning Ordinance.

Existing:

102-1 Nothing in this ordinance shall prevent the restoring or strengthening of a nonconforming structure to a safe condition, provided that the square feet of the structure shall not be increased.

Ms. Tate stated there were no changes recommended by the Planning Board to this section. The intent of this section is to allow individuals to improve non-conforming structures for safety reasons, but not increase their size.

It was the consensus of the Board that section 101-2 is acceptable as currently written in the Zoning Ordinance.

April 1, 2013

Accessory Structures

Existing:

60-5 Unless otherwise specified in this ordinance, accessory buildings may be allowed within five feet of rear and side yard lot lines provided they are five feet or more from the main structure.

Planning Board Proposed 60-5:

Accessory structures shall be located at least five feet from any principal structure and side and rear property lines.

The intent of this section is to ensure that accessory structures are at least five feet from property lines and the main structure. Five feet allows for mowing and maintenance of buildings.

Commissioner Puryear stated agreement for accessory structures to be at least five feet from property lines but disagreed with restrictions for accessory structures related to the main structure and in the side and rear yards. Commissioner Puryear noted many county residents are out of compliance and inquired about striking this section from the Zoning Ordinance in its entirety.

Commissioner Puryear suggested the text amendment for section 60-5 to read as follows: Accessory structures shall be located no less than five feet from the property lines.

County Attorney, Ron Aycock confirmed if the text amendment(s) are approved by the Board of Commissioner, the amendments would apply to future development only (not applicable to existing structures).

Ms. Murphy stated the zoning requirements would be applied to permanent and mobile structures to the same standard.

It was the consensus of the Board that section 60-5 is amended in the Zoning Ordinance as follows: Accessory structures shall be located no less than five feet from the property lines.

Existing:

60-6 Unless otherwise specified in this ordinance, every principal building hereafter erected or moved shall be located on a separate lot and in no case shall there be more than one principal building and three permitted accessory buildings on all lots under three acres. There shall be allowed one additional accessory building for every acre over three acres. Industrial operations located in the GI district shall be exempted from this provision.

Ms. Tate and Ms. Murphy confirmed there was not a recommendation from the Planning Board for amendment to section 60-6.

Vice Chairman Jeffers asked if county staff has spoken with Lowes, Talberts, i.e., vendors that sell accessory buildings to see if they inform buyers that a permit is required. Ms. Murphy stated staff have not talked with Lowes but could take a letter out to them noting they have told other vendors that sell the unenclosed metal carports and storage buildings that permits are required.

Ms. Murphy confirmed that a well house if not counted as an accessory structure.

Vice Chairman Jeffers stated the Board wanted suggestions on changing this section to which the Planning Board did not recommend any changes nor did they offer any options or compare to other counties. Ms. Murphy stated she could provide the Board with the following data from other entities:

Warren County:	allows accessory building in the side and rear yards total sq. footage not to exceed 75% of permit principle use
Vance County:	allows one accessory building per 20,000 sq. ft. building not to exceed 1,000 sq. ft. one additional accessory building per 20,000 sq. ft. (comparable to two per acre per Ms. Murphy) accessory building size limits
City of Roxboro:	not more than 20% of the rear yard

Commissioner Blalock asked what the smallest conforming lot size is. Ms. Murphy stated one acre minimum with City water and sewer.

Vice Chairman Jeffers suggested the following amendment changes:

1 acre	3 accessory buildings
2 acres	4 accessory buildings
3 acres	5 accessory buildings
4 acres	6 accessory buildings
5 acres	7 accessory buildings
6 acres	8 accessory buildings
7 acres	9 accessory buildings

Commissioner Puryear suggested three accessory building per one acre.

Vice Chairman Jeffers stated comparison data with Scotland County, New Hanover County, and other rural counties would have been helpful.

Ms. Tate offered for management staff to take the Board's feedback to craft a proposed section 60-6.

Chairman Clayton and County Attorney, Ron Aycock confirmed the Board had its public hearing on this matter in January and is not required to have another public hearing unless desired by the Board.

New proposed section: 60-6A:

60-6A - Accessory structures shall be placed in the rear or side yard and not the front yard of all lots under ten acres. Parcels of property containing ten acres or larger may place an accessory building in the front yard provided such building is located at least 50 feet from any street right of way line and a minimum of twenty five feet from any side property line.

Ms. Tate stated the Board's discussion of this section has been primarily around the size of the lot and asked if the Board would like to keep the lot size at ten acres or reduce it to five acres. Commissioner Newell asked a question related to an existing structure, i.e. barn in the front yard. Ms. Murphy stated zoning could not approve with the structure in the front but what is being done to get around it is a surveyor puts an easement so that the barn or structure is not in the front.

Commissioner Puryear stated what the Board just discussed with section 60-5 eliminating the reference of side and rear yards destroys section 60-6A and questioned why 60-6A was needed. Ms. Murphy stated most zoning areas do not allow buildings in the front yard as a standard zoning practice. Unintended consequences may include visibility issues, aesthetics, lower property values, and more importantly a public safety access issue.

Chairman Clayton suggested adding a clause for a parcel of property containing five acres or larger for an accessory building located in the front yard located fifty feet from the street allowable. Chairman Clayton advocated for existing structures to remain in place.

Mr. Aycock added the language as written ... "Parcels of property containing ten acres or larger ***may place an accessory building*** in the front yard provided such building is located at least 50 feet from any street right of way line and a minimum of twenty five feet from any side property line" suggest action to put something there as opposed to keeping something there thereby noting the language may already exempt existing structures on the property.

There was a discrepancy to which the agenda abstract stated ten acres and the Planning Board recommendation stated five acres.

Commissioner Puryear stated 60-5 already deals with this issue and suggested striking section 60-6A in its entirety as a proposed amendment.

Chairman Clayton stated he was not in favor of adding accessory buildings to the front yard but in favor of exempting existing structures.

Ms. Tate offered for management staff to take the Board's feedback and review other counties' policies related to accessory structures in the front yards and provide suggestions to the proposed section 60-6A.

Commissioner Blalock inquired about construction that does not need a permit and having it written in the ordinance. Ms. Tate stated staff is willing to waive the zoning fee for any project under \$200 and intends to make it a part of the fee schedule which is adopted as part of the budget.

Commissioner Puryear asked how many feet is the right of way from a road. Chairman Clayton stated 30 ft. from the road centerline. Ms. Murphy stated the setbacks have changed road types, i.e., 40 ft. setback for dwellings on US and NC Highways and 25 ft. from other roads right of way. Commissioner Puryear suggested the road right of way plus the 50 ft. as proposed in section 60-6A is a bit much. Ms. Murphy stated it could be changed to 5 ft.

It was the consensus of the Board to have management staff bring back a proposal related to the Zoning Ordinance pertaining to nonconforming uses and accessory uses at the Board's regular scheduled meeting on May 20, 2013.

INTERLOCAL AGREEMENT BETWEEN THE CITY OF ROXBORO AND PERSON COUNTY FOR PLANNING ADMINISTRATION:

County Manager, Heidi York stated staff presented the concept of a joint city-county planning department as well as a joint planning commission and board of adjustment at the meeting with the City of Roxboro. The draft Interlocal Agreement was reviewed. Elected officials provided their feedback at that time and agreed to review the final agreement at the March meeting. The revisions to the draft Agreement include adding an effective date of July 1, 2013 and as requested in Section III related to the Board of Adjustment, to change the frequency of their meetings to "The Board of Adjustment shall hold meetings as needed." The proposed agreement remains cost neutral to both the city and the county and enhances the one-stop shop concept for customer service related to permitting. On March 11, 2013, the Board voted to table action on this item until the Board met in April. Ms. York reminded the Board the Agreement creates a shared administrative body between the City and County governments for a joint Planning Department as well as jointly combines both entities' Planning Board and the Board of Adjustment listing the terms and number of seats for each entity. Ms. York noted the Agreement before the Board does not address a shared Zoning Ordinance.

Ms. York noted the City Council had tabled action on this item in March to seek feedback from their Planning Board members. Ms. York further noted City Council will be taking up this item on their April 9, 2013 agenda.

Chairman Clayton asked about current county Planning Board members that reside in the City. Ms. York confirmed city residents would be eligible for appointment by the Board of Commissioners.

Vice Chairman Jeffers suggested combining the city and county staffs but not combine the Planning Boards and Boards of Adjustment at this time.

Ms. York stated the Agreement allows for the processes to be in place when the decision was made to proceed with the shared Zoning Ordinance with one joint Planning Board and Board of Adjustment as well as the joint Planning Department.

Vice Chairman Jeffers stated he was not sold on the joint boards at this time.

Commissioner Blalock stated city and county zoning issues are quite different.

Ms. York reminded the Board the Home Builders Association was interested in a Unified Development Ordinance much more so than the Planning administration.

Ms. York stated her recommendation of the Interlocal Agreement before the Board. Ms. York asked the Board's consideration in implementing in phases: phase one to combine the planning staff with the next phase to combine the advisory boards.

It was the consensus of the Board to request a joint meeting with the City of Roxboro once the County hears back from the City as suggested by Vice Chairman Jeffers.

NEW BUSINESS:

THE WEEK OF THE YOUNG CHILD PROCLAMATION:

Chairman Clayton read and presented the Week of the Young Child Proclamation to the Board for adoption.

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to adopt a Proclamation designating April 14-20, 2013 as the Week of the Young Child.

PROCLAMATION BY

Person County Board of Commissioners

On

THE WEEK OF THE YOUNG CHILD

WHEREAS, the Person County Partnership for Children and other local organizations, in conjunction with the National Association for the Education of Young Children, are celebrating the WEEK OF THE YOUNG CHILD April 14-20th, 2013; and

WHEREAS, by calling attention to the need for high-quality early childhood services for all children and families within our community/state, these groups hope to improve the quality and availability of such services; and

WHEREAS, the future of Person County depends on the quality of the early childhood experiences provided to young children today.

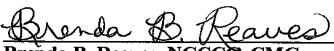
NOW THEREFORE, the Person County Board of Commissioners does hereby proclaim the week of April 14-20th, 2013 as THE WEEK OF THE YOUNG CHILD in Person County and urge all citizens to recognize and support the needs of young children in Person County.

Adopted this, the 1st day of April, 2013.




Jimmy B. Clayton, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves, NCCCC, CMC
Clerk to the Board

RECOMMENDED CAPITAL IMPROVEMENT PLAN FOR FISCAL YEAR 2014-2018:

County Manager, Heidi York and Finance Director, Amy Wehrenberg presented to the Board the Recommended Capital Improvement Plan (CIP) for Fiscal Year 2014-2018. Ms. York stated the CIP includes projects costing \$50,000 or greater from county departments, PCC and Person County Schools. Ms. York noted the CIP is a planning tool for implementing large, capital projects reflecting the priorities of the Board. Ms. York requested feedback from the Board reminding that one strategy identified at the Board Retreat is not relying on Fund Balance to fund capital projects as much as in the past. Ms. Wehrenberg stated this is the fifth year of implementation on the CIP in that funds are actually dedicated and allocated for the budget year. The remaining four years are for planning purposes only and can change as the capital priorities of the Board changes.

April 1, 2013

Ms. Wehrenberg told the Board the CIP is basically divided into three sections. The first group of documents includes the Manager's letter and summary information on completed and ongoing projects. The second section houses the requested and recommended projects for this year's CIP plan and various associated summaries. And the final section includes an analysis of Person County's current and proposed debt service and a schedule of the outstanding debt service payments. Ms. Wehrenberg noted criteria for a capital project are that they are non-recurring in nature, and that the total project cost exceeds \$50,000. Exceptions to this threshold are the roofing projects which were part of the roofing study. Since many of the roofing projects are done in phases, some of these costs are actually below the \$50,000 limit.

Ms. Wehrenberg highlighted the funding schedule on pages 11-13 outlining the projects, the project costs anticipated for funding and the funding sources available during Fiscal Year 2014-2018. Ms. York stated the recommendation for the upcoming fiscal year reduces the Fund Balance appropriation by approximately on half. Ms. Wehrenberg stated the top section, which is the list of revenue sources, includes the local support, or County's General Fund – Fund Balance Contribution, needed to fund the projects listed in each year. Other sources of funds available include the amount of funds estimated to be leftover in the CIP Project Fund at the end of each fiscal year, cost shares for the Paperless Document Management System from the State's reimbursement to DSS and the City of Roxboro, a PARTF grant for the proposed Recreation and Senior Center, and debt proceeds from some proposed installment purchase financings including the Recreation and Senior Center, the old Helena School improvements, and multiple roofing projects. The news indicates a reduction in the PARTF grant proceeds is part of the Governor's current budget proposal, so this is something Person County will have to monitor as the State's budget develops.

According to the Recommended CIP, the amount of local funding needed by the County to fund the projects listed in the 2013-2014 year is \$1,145,685 which is about half of the amount that was required for the current year's projects due to the Board's stated desire during the Commissioner's Retreat to scale back given the current restraints on fund balance and other much-needed initiatives that will likely be part of next year's budget. Ms. Wehrenberg noted that due to the set-aside of funds in the current year for future projects that were adopted in last year's CIP, staff estimates \$254,545 are available to fund requested projects. Although small in comparison, this certainly helps to reduce the amount needed from local funding. The revenue amount showing for \$20,387 represents a dedicated cost share from the City of Roxboro and funding from the State's reimbursement to DSS for a Paperless Document Management System that will benefit all County departments and particular City functions as well. The efficiencies that this system offers department-wide, along with the indirect labor cost returns make this an attractive project. The PARTF grant listed under the cost share at the top of page 11 is the amount of grant proceeds that have been applied for by the Recreation Department to assist in the construction of the Recreation and Senior Center in the amount of \$353,000 netted against the proposed amount of debt proceeds for \$5,050,000. If the grant amount

is reduced, Person County would need to adjust the amount of debt proceeds to support this project.

Ms. Wehrenberg stated the total amount of projects recommended for next year is \$6,823,617. Almost 75% of this amount includes the debt financing proposed for just over \$5M for the projects highlighted in blue. Projects recommended to be funded with this debt include the Huck Sansbury Complex Roof, the Kirby Civic Auditorium's Roof, the construction and renovation of the new Recreation and Senior Center, and the remaining roof construction and repair for the High School.

Ms. Wehrenberg suggested another item that the Board may want to consider rolling into this financing is the purchase of a building for the merging of Person Industries and the Material Recycling Facility operations. This project is being looked at due to the end of the Recycling Center's 5 year lease arrangement coming up in the spring of next year. The current lease amount is around \$107,000 per year, which is slightly less than a 15 year annual debt service payment given the current low interest rates. Ms. Wehrenberg noted this project is currently listed in the "Projects not Recommended" schedule on page 10 for \$2.2 million as this was the estimate to purchase and up fit the current Recycling facility. Ms. Wehrenberg stated other more feasible options have recently surfaced for the merge and relocation of these two facilities that the Board may want to consider at some point.

Ms. Wehrenberg added other projects separate from the financing include the boiler replacement in the County Office Building that continues to be a cost drain due to the numerous repairs that have been required in the current year, the renovation of the cafeteria and adjacent buildings at the Old Helena School for the location of an EMS and Sheriff's satellite facility to service the higher call volume in the southern part of Person County, contingency funds for the Recreation and Senior Center Project, a campus-wide fire alarm system at PCC, a new roof at the Early Intervention facility, window replacements at Oak Lane Elementary, and the installation of security equipment at all of the Schools. Also included in the budget year are set-asides for \$400,000 for future roofing projects. Details of the set-aside projects are included on page 14. Projects in the planning years for FY 2015 through 2018 include more roofing repairs, window replacements, construction of a new Airport hangar, updated elections voting equipment, a proposed financing covering the Old Helena Elementary School and multiple roofing projects, and fire alarm replacements at Northern and Southern Middle Schools.

Ms. Wehrenberg noted the table on page 13 represents the sources of revenue required or available, for any recurring costs, or operating costs, associated with these projects. The Operating Impact Costs portion of the grid included estimated operating costs that will occur if these projects are approved. Ms. Wehrenberg stated typically, the total sources of revenue for recurring costs balance to the total operating impact costs, which are represented by the rows highlighted in green. However, in fiscal year 2016, there is a negative recurring cost figures, indicating more cost savings associated with these projects than operating costs which results solely due to the reduction in the total

debt service of almost \$2 million in that year, netting a total operating cost reduction of \$1,631,730. Ms. Wehrenberg noted this assumes the two financings currently proposed on the plan in FY 2014 and in FY 2017.

Ms. Wehrenberg explained the County current and future debt service as outlined in a chart on page 18. The current debt projects are listed with a description and borrowing terms for each. Also listed are the outstanding balance and the last year that a debt service payment is required for each project. The largest payoff of debt will occur in Fiscal Year 2016 of the 2008 refinancing for almost \$4.7M. Between now and Fiscal Year 2015, over \$5.4M of debt will be paid off for 3 out of the 5 projects currently listed. This sharp drop-off of debt prompted an analysis of our current debt capacity, which is included in the next section on page 19. The two ratios that are typically used for measuring debt service levels and the capacity for taking on additional debt are the Debt to Assets Ratio and the Debt Service Ratio. The analysis of each ratio is included and results are displayed in bar graphs on page 19. The overall results show that Person County's debt to assets ratio has radically declined from 47% in Fiscal Year 2008 to 29% as of 2012. This large pay down of debt coupled with conservative spending in uncertain economic conditions have driven the debt to assets ratio to a much lower level. This low % of debt compared to the assets is an indicator to credit agencies that Person County is not managing or maintaining its assets. Ms. Wehrenberg anticipated that this percentage will begin to increase once the large drop-off of debt occurs in Fiscal Year 2016.

Ms. Wehrenberg noted Person County's debt service ratio which is a measure of financed obligations is minimally lower than its population group and state-wide counties. The maximum benchmark for a debt service ratio is typically 15%. Person County's ratio was calculated to be 9% for Fiscal Year 2012. It is anticipated that this percentage will begin to decline unless new debt is issued or overall expenditures are reduced. If this percentage is too high or too low, it is another indicator that Person County is not managing financial resources in relation to the amount that is available for other services.

Ms. Wehrenberg spoke to the detail of the proposed financings in the CIP plan. The offering of historically low interest rates makes borrowing funds a valid and cost-effective option. Given the large debt reduction in Fiscal Year 2016, it would be prudent to consider taking on new debt for costly projects that the Board deems worthy of completing over the next five years.

Ms. Wehrenberg added that the interest rate environment is on the precipice of changing at any time, and when it does, rates are inevitably going up. Ms. Wehrenberg noted that since the CIP was prepared banks are holding more to 15 year terms versus the 20 year terms which would mean that Person County would need to reevaluate the debt service payments on any new debt pursued by the Board for financing capital projects in the next fiscal year.

The Recommended CIP for Fiscal Year 2014-2018 as presented follows:

April 1, 2013

Person County Capital Improvement Plan FY 2014-2018

Recommended



Heidi York, County Manager
Sybil Tate, Assistant County Manager
Amy Wehrenberg, Finance Director

April 1, 2013

**Person County, North Carolina
Capital Improvement Plan**



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PERSON COUNTY

OFFICE OF THE COUNTY MANAGER
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Roxboro, NC 27573-5245
336-597-1720
Fax 336-599-1609

April 1, 2013

Dear Person County Board of County Commissioners:

I am pleased to present Person County's Fiscal Year 2014-2018 Capital Improvement Plan (CIP). This is an important planning tool for our County and is intended to reflect the priorities of the Board of County Commissioners in terms of capital needs and spending over the next five years. The most critical capital needs are determined while taking into account the fiscal and logistical constraints facing Person County. This plan identifies the anticipated funding sources needed to meet these priorities. Although the projects in this Plan span the next five years, the fiscal effects extend far beyond. Therefore, the full array of funding sources needed to support the project as well as potential impacts to future operating budgets are presented as well.

The development of this plan is based on the economic and fiscal climate in which we find ourselves. While revenues are in a slow recovery, the Board of Commissioners has stated their desire to be prudent with County Fund Balance; a primary funding source for capital projects. The last three years have seen a tremendous reliance on Fund Balance as we focused on long overdue deferred maintenance needs. This use of Fund Balance caused a planned and targeted decline of our Unanticipated Fund Balance reserves. The upcoming Fiscal Year 13-14 reduces the appropriation of fund balance to approximately half of the current year's appropriation. While the projects and spending have not been scaled back, the funding sources have shifted to reflect the directive of the Board of Commissioners.

This plan incorporates the needs of our partner agencies- the Person County Schools and Piedmont Community College (PCC) as well, given that counties are statutorily responsible for the provision of educational facilities. In fact, 46% of all CIP projects are for education. This proactive approach to tackling major deferred maintenance needs for the facilities of all three entities has allowed us to manage the scope and timing of these costly projects. Person County is in its third year of implementing a comprehensive roofing needs assessment. In addition to roofing repairs and replacements, some highlights of our progress during the current Fiscal Year 2012-2013 include: the completion of a feasibility study for a potential multi-jurisdictional business and industrial park with Durham County; improved energy efficiency through a lighting replacement project at the Person County Office Building and Library; paved access to Animal Services as well as paving at PCC, Person High School, and Southern Middle School; paving and repair of county walking tracks and the tracks at Person High and Southern Middle Schools; purchasing and installation of a new financial and human resources software system; completion of the engineering feasibility study for the Recreation and Senior Center; and painting of the Detention Center.

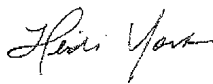
This updated FY 2014-2018 CIP continues to implement the roofing repairs and replacements targeted as the most critical by our study and begins to implement the first phase of a new windows replacement study, primarily for the Person County School facilities. Other major projects that will commence in FY14 include the construction of the Recreation and Senior Center, estimated at approximately \$4 million to be financed along with three roofing projects; launching a new paperless document management system as an efficiency and space solution for managing paper storage and retention needs of county government; the development of a new public safety and emergency services satellite facility to be housed at the Old Helena School site; and the installation of \$100,000 worth of new security equipment at all traditional public schools.

An important element of this CIP is a debt analysis summary, as well as a table and graph showing the future debt service levels for Person County Government. Comparing Person County's debt service levels with a state-wide average as well as counties benchmarked with our population size indicates that our debt is well below those averages. The spreadsheets and graph illustrate Person County's ability to take on additional debt payments in the future. This information reveals that debt service payments take a precipitous drop in Fiscal Year 2016 even with the proposed financing of the Recreation and Senior Center and roofing projects in Fiscal Year 2014. This sharp drop in debt service is one indicator that is not viewed favorably by financial analysts and bond rating agencies who recommend a steady level of debt with little deviation in either direction. Sharp changes can signal poor planning on a county's behalf and suggest inefficient use of financing tools. This along with the availability of historically low interest rates is something that needs to be considered as projects are evaluated within this CIP.

Please keep in mind that this Capital Improvement Plan is just that- a plan, and while a great deal of effort and analysis have gone into this, it offers a starting point for annual comparisons, fiscal changes, unforeseen needs, and a place where public discussion can begin. The CIP will continue to be reviewed on an annual basis, presenting any recommended changes to the Board for consideration. This review is critical as new information about our capital needs, our fiscal health, financing tools, and existing project scheduling arises.

Person County Government takes great care and pride in being financially responsible in its service delivery and future operations. This Capital Improvement Plan is indicative of our commitment to provide residents with not only sustainable infrastructure, but improvements and enhancements to our community and quality of life. County staff looks forward to working with the Board of County Commissioners and our community as we implement the Fiscal Year 2014-2018 Capital Improvement Plan.

Sincerely,



Heidi N. York
County Manager

Person County, North Carolina Capital Improvement Plan



Objectives of a CIP:

- Create a plan to organize long term capital needs in a manner to promote discussion regarding priority, feasibility, timing, potential costs, financing options and future budgetary effect.
- Limit projects to those costing \$50,000 and over in the plan.
- Present an overview of requests submitted by Person County departments, Piedmont Community College and Public Schools.
- Facilitate the exchange of information and coordination between the County, the community college and the schools on capital planning.

Steps in developing a CIP:

- Determine capital needs for all departments and certain County-funded agencies.
- Review priorities and assess proposed capital projects in relationship to these priorities.
- Make recommendations to the Board of County Commissioners on a project's timing, priority and possible financing options.

Categories of projects:

Person County Government
Piedmont Community College
Public Schools

- Each project includes a description, a timeline for construction and operating costs, and the current status.
- Also included are graphs that summarize revenue sources, projects by function, projects by type, and outstanding debt.

Person County, North Carolina Capital Improvement Plan



Criteria in determining project status:

Safety

- Is public health or safety a critical factor with regard to this project?
- What are the consequences if not approved?

Mandate

- Is the project required by legal mandates?
- Is the project needed to bring the County into compliance with any laws or regulations?

Timing and Linkages

- What is the relationship to other projects, either ongoing or requested?
- Does the project relate to a County-adopted plan or policy?

Economic Impact

- Will this project promote economic development or otherwise raise the standard of living for our citizens?

Efficiencies

- Will this project increase productivity or service quality, or respond to a demand for service?
- Are there any project alternatives?

Service Impact

- Will this project provide a critical service or improve the quality of life for our citizens?
- How will this project improve services to citizens and other service clients?
- How would delays in starting the project affect County services?

Operating Budget Impact

- What is the possibility of cost escalation over time?
- Will this project reduce annual operating costs in some manner?
- What would be the impact upon the annual operating budget and future operating budgets?

Strategic Plan

- How does this project fit into the Person County Futures plan?

Debt Management

- What types of funding sources are available?
- How reliable is the funding source recommended for the project?
- How would any proposed debt impact the County's debt capacity?
- Does the timing of the proposed construction correspond to the availability of funding?



Person County, North Carolina Capital Improvement Plan

Summary of Completed Projects for FY 2013

Person County Government:

Kirby roofing - \$90,731

Olive Hill gym roofing - \$135,466

Airport Pumphouse roofing - \$13,500

Energy Lighting Project at PCOB and Library - \$174,267

Huck Sansbury roofing - \$208,663

Animal Services Paving - \$81,315

Recreation and Senior Center Engineering Study - \$23,000

Painting at LEC Detention Center - \$30,700

Piedmont Community College:

PCC paving and expansion of parking lots - \$106,875

Public Schools:

Southern Middle School roofing - \$1,275

Early Intervention roofing - \$108

Learning Academy roofing - \$38,417

Person County, North Carolina Capital Improvement Plan

Status of Ongoing Projects for FY 2013



Person County Government:

Courthouse Renovation and Roofing Projects (\$5,446,000) – This project is 99% complete. The remaining project will cost approximately \$75,000 and will pay for an electrical upgrade that will bring the entire electrical system up to code.

Multi-Jurisdictional Industrial Park (\$155,000) – This is a joint endeavor with Durham County that is underway. The first phase of the feasibility study was completed in April 2012. The remaining cost is included in the Economic Development operating budget and will cover site selection, site-certification and creation of a non-profit to manage the park.

Walking Track paving and repair (\$65,000) – Weather has delayed this project. Tracks included are Hurdle Mills, Olive Hill, Bushy Fork, Helena, Mt. Tirzah, Bethel Hill, and Allensville. The paving/repair of Huck Sansbury track has been postponed to be included in the Recreation and Senior Center Project. Completed to date: Hurdle Mills, Bushy Fork, and Olive Hill. Anticipated completion date of the remaining tracks is April 2013.

PCOB roofing (\$412,708) – Engineering has been completed. Bidding will occur in late March.

Bushy Fork gym roofing (\$134,696) – This project can be completed quickly and will be finished by the end of FY13.

LEC HVAC controls (\$170,000) – Over 50% complete and will be completed by mid to late April.

Accounting & HR Software Package (\$290,000) – Finance records have been converted to the new software and departments are now using the Munis system for Finance-related documents. The HR software rollout is underway and anticipated for completion in May 2013.

Public Schools:

Exterior wall waterproofing at PHS (\$250,000) – The waterproofing is 10% complete and will be finished during the summer of 2013.

Paving at Person High and Southern Middle (\$150,000) – Expected completion is summer of 2013.

North End Elementary roofing (\$577,646) – Bids will be received in April 2013.

Replacement of cooling tower at Person High (\$60,000) – Bids have been received and are higher than expected.

Paving tracks at Person High and Southern Middle School (\$200,000) – Expected completion is summer of 2013.

Southern Middle and Person High School roofing (\$3,082,538) – Southern Middle School roofing is over 50% complete and should be completed by May 2013. Person High School roofing has not started, but is expected to be complete in fall of 2013. The re-roofing costs for these two schools were funded with loan proceeds, and includes a 100% federal interest credit through an approved Qualified School Construction Bond (QSCB).

**Person County
Capital Improvement Plan
FY 2014-2018**

Recommended Projects

YEAR	DEPT	PROJECT TITLE	TOTAL COST	PROJECT DESCRIPTION
2014	IT	Paperless Document Management System	177,471	This project will allow the county to store and manage documents more efficiently. We anticipate operating savings from this project due to a reduction in staff time over the long-term.
	General Services	New roof - Huck Sansbury	293,068	As recommended in the Roofing Study. This cost will be included in the financing for the Rec/Senior Center.
	General Services	New roof-Kirby Civic Auditorium (Phase 2)	342,273	As recommended in the Roofing Study.
	General Services	Boiler Replacement - PCOB	108,700	The Person County Office Building boiler is over 40 years old and is in need of replacement. It has become unreliable and costly to repair and maintain. A new boiler will be more reliable and efficient.
	EMS/Sheriff	Public Safety Southern Satellite Facility	181,725	In an effort to reduce response times to the southern end of the county and provide oversight of the Old Helena School building, EMS and the Sheriff's Office will locate a satellite base on the Old Helena School Building property.
	Rec, Arts & Parks	Senior/Rec Center - Huck Sansbury	3,877,000	Construct a Senior Center and recreation facility at the Huck Sansbury location. This item will be financed.
	Rec, Arts & Parks	Senior/Rec Center - Huck Sansbury, contingency	387,000	A 10% contingency is recommended for the Senior/Rec Center construction.
	PCC	Campus wide fire alarm system	60,000	Fire inspections staff found that some buildings were inadequately wired. Upgrading the system will provide greater safety for the students and faculty and provide greater property protection at night when the facility is vacant.
	Public Schools	New roof - Person County High School (Phase 2)	537,659	As recommended in the Roofing Study. This cost will be included in the financing for the Rec/Senior Center.
	Public Schools	New roof-Early Intervention	180,999	As recommended in the Roofing Study.
	Public Schools	Window replacement - Oak Lane Elementary	178,600	As recommended in the Window Study.
	Public Schools	Security equipment at all schools	99,122	Includes placing an electronic lock and intercom system for the front entrance at each school, a front door camera for each school, and keypad locks for exterior doors between buildings.
	General Services	New roof - EMS	125,659	As recommended in the Roofing Study.
	General Services	Replace carpet and tile - PCOB (Phase 1)	55,000	The third floor costs have been moved to the operating budget, since it did not meet the \$50,000 threshold. The remaining two floors will be completed over two years. A solution has been developed that will not require removal of carpet, tile, and glue.
2015	Rec, Arts & Parks	Senior/Rec Center furniture and equipment	500,000	The cost of furniture and equipment for the Senior/Rec Center, which may be paid for by a PARTF grant.
	Elections	Voting equipment (Phase 1)	177,650	Includes purchasing E-pollbooks, tabulators, and AutoMark machines. E-pollbooks are needed for the 2016 election. The tabulators and the AutoMark machines are needed in 2017.
	PCC	Campus Sidewalks Upgrades	80,000	Existing sidewalks are hazardous due to breaks and unevenness from tree growth.
	Public Schools	New Roof- Earl Bradsher	563,411	As recommended in the Roofing Study.
	Public Schools	Window Replacements - Woodland	180,500	As recommended in the Window Study.
	Public Schools	Fire alarm replacements - NMS	135,000	Current fire alarms are not adequately covering the school and are recommended to be replaced by the PC Fire Inspector.
	Public Schools	Fire alarm replacements - SMS	175,000	Current fire alarms are not adequately covering the school and are recommended to be replaced by the PC Fire Inspector.
	General Services	Replace carpet and tile - PCOB (Phase 2)	55,000	The third floor costs have been moved to the operating budget, since it did not meet the \$50,000 threshold. The remaining two floors will be completed over two years. A solution has been developed that will not require removal of carpet, tile, and glue.
	General Services	Window Replacements - PCOB	216,480	As recommended in the Window Study.
	Airport	Construct an additional hangar	800,000	The Airport Commission has recommended construction of an additional hangar.
	Elections	Voting equipment (Phase 2)	132,650	Includes purchasing E-pollbooks, tabulators, and AutoMark machines. E-pollbooks are needed for the 2016 election. The tabulators and the AutoMark machines are needed in 2017.

**Person County
Capital Improvement Plan
FY 2014-2018
Recommended Projects**

YEAR	DEPT	PROJECT TITLE	TOTAL COST	PROJECT DESCRIPTION
	PCC	New Roof - D Building	180,559	As recommended in the Roofing Study.
	PCC	Upgrade Campus-wide HVAC	100,000	HVAC controllers are outdated and have become expensive to repair. New controllers are cheaper to maintain and user-friendly.
	Public Schools	New roof - VFW	69,781	As recommended in the Roofing Study.
	Public Schools	Window Replacements - North End Elementary	176,280	As recommended in the Window Study.
	Public Schools	Asphalt replacement in bus parking lot-PHS	80,000	Many areas in the bus parking lot have deteriorated, allowing water to run across pavement, causing freeze and thaw issues.
	Public Schools	Replace HVAC controllers (at 10 schools)	97,000	HVAC controllers are outdated and have become expensive to repair. New controllers are cheaper to maintain and user-friendly.
	Public Schools	Replace rooftop units - NMS (1st unit)	65,000	Three units are at the end of their life. Failure is likely according to a professional evaluation. One unit replaced annually.
2017	General Services	Improvements to Old Helena School	2,598,548	Upgrade the old Helena school in order to make the facility a usable space. This cost will cover bringing the facility up to code. This cost will be financed.
	General Services	New roof - Helena Elementary School	1,014,031	As recommended in the Roofing Study. These costs will be included in the financing for the Old Helena School Improvements.
	General Services	New roof-Board of Elections/IT	143,047	As recommended in the Roofing Study. These costs will be included in the financing for the Old Helena School Improvements.
	General Services	Old Helena School - contingency	265,000	Contingency for Old Helena School improvements.
	PCC	Upgrade Campus-wide HVAC	100,000	The existing HVAC system is expensive to repair and inefficient.
	PCC	New Roof - L Building	115,113	As recommended in the Roofing Study. Included in financing for Old Helena School Improvements.
	Public Schools	New roof - PHS	46,158	As recommended in the Roofing Study.
	Public Schools	Replace roof top units-NMS (2nd unit)	67,500	Three units are at the end of their life. Failure is likely according to a professional evaluation. One unit replaced annually.
	Public Schools	New Roof - School Maintenance	284,164	As recommended in the Roofing Study. Included in financing for Old Helena School Improvements.
	Public Schools	New Roof - South Elementary	290,664	As recommended in the Roofing Study. Included in financing for Old Helena School Improvements.
	Public Schools	New Roof - North End	215,686	As recommended in the Roofing Study. Included in financing for Old Helena School Improvements.
	Public Schools	New Roof - Oak Lane	244,706	As recommended in the Roofing Study. Included in financing for Old Helena School Improvements.
	Public Schools	New Roof - North Elementary	258,858	As recommended in the Roofing Study. Included in financing for Old Helena School Improvements.
	Public Schools	New Roof - Woodland	155,183	As recommended in the Roofing Study. Included in financing for Old Helena School Improvements.
	Public Schools	Window Replacements - Earl Bradsher	233,440	As recommended in the Window Study.
	Public Schools	Window Replacements - South Elementary	161,880	As recommended in the Window Study.
2018	General Services	New roof - Bushy Fork Park	68,657	As recommended in the Roofing Study.
	PCC	Construct covered walkways	205,000	Construct a covered walkway from Building A to Building S.
	Public Schools	Replace rooftop units - NMS (3rd unit)	70,000	Three units are at the end of their life. Failure is likely according to a professional evaluation. One unit replaced annually.
	Public Schools	New Roof - Southern Middle	53,074	As recommended in the Roofing Study.
	Public Schools	Window Replacements - North Elementary	168,840	As recommended in the Window Study.
	Public Schools	Window Replacements - PHS	320,800	As recommended in the Window Study.

**Person County
Capital Improvement Plan
FY 2014-2018
Projects Not Recommended**

DEPT	PROJECT TITLE	TOTAL COST	PROJECT DESCRIPTION/REASON FOR NOT RECOMMENDING
Tax	Pictometry	50,000	Pictometry provides oblique aerial images that have greater detail than ortho-photography. Pictometry reduces the cost of visiting properties significantly, therefore reducing tax office staff time and fuel costs. This project can be completed using funds from the Revaluation Fund.
EMS	Garage Re-configuration	62,450	Includes building an exterior garage and renovating the existing garage at the EMS base. Half of these costs would have been used to build an external garage, but since the County Manager is recommending the Public Safety satellite facility, an additional external garage is not needed. The remaining cost of this project (renovation of the existing garage) does not meet the CIP threshold and will be included in the operating budget.
Rec, Arts & Parks	Playground and Park Improvements	160,000	Includes upgrades and ADA compliance for Longhurst, Allensville, Hurdle Mills, Mt. Tirzah, Bushy Fork, Bethel Hill, Helena and older playgrounds at Mayo Park. The cost for this project has been moved to the operating budget, as these are recurring costs that should be maintained regularly.
Rec, Arts & Parks	Olive Hill Restroom Project	50,000	Includes construction of outdoor restrooms at Olive Hill. Not recommended at this time.
Rec, Arts & Parks	Solar Lights on Walking Tracks	260,000	Installation of solar lights on all walking tracks. Turning on existing lights is a much cheaper option than replacing the lights with solar lights. The cost of turning on lights does not meet the \$50,000 CIP threshold and will be included in the operating budget.
Rec, Arts & Parks	Outdoor Multi-Purpose Courts	60,000	Includes additional multi-use courts at Olive Hill, Allensville, Hurdle Mills, Bushy Fork and Bethel Hill. The Senior/Rec Center will provide additional recreational opportunities, so this project is not needed at this time.
Rec, Arts & Parks	New Park Location (Critchew-Wilkerson)	150,000	Includes construction of multi-purpose fields at Critchew-Wilkerson. The Senior/Rec Center will provide additional recreational opportunities, so this project is not needed at this time.
Rec, Arts & Parks	Renovate Old Landfill into Park/Green space	53,000	Renovate the old landfill for hiking, biking and open space. The Senior/Rec Center will provide additional recreational opportunities, so this project is not needed at this time.
Rec, Arts & Parks	Kirby Auditorium - second floor renovation	64,000	Includes cost of installing an elevator to access the second floor of the Kirby. Since fundraising efforts are still in progress for the second floor of the Kirby, this project is not recommended at this time.
Rec, Arts & Parks	Kirby Auditorium seating	75,000	Includes replacement of seating for the Kirby Theater. Not recommended at this time.
Rec, Arts & Parks	Kirby Auditorium carpet	69,000	Includes replacement of carpet in the theater area. Not recommended at this time.
Rec, Arts & Parks	Gym restorations	65,000	Includes painting, floor restoration, new fixtures, and bathroom upgrades to meet ADA standards. These are ongoing maintenance costs and have been moved to the operating budget.
Rec, Arts & Parks	Score Board Replacements and Repairs	55,000	Includes replacing and upgrading scoreboards at all recreational locations. These are ongoing maintenance costs and have been moved to the operating budget.
PCC	Allied Health Building	9,025,000	Includes construction of a new Allied Health facility on PCC's campus. More information is needed to determine the feasibility of this project.

**Person County
Capital Improvement Plan
FY 2014-2018
Projects Not Recommended**

DEPT	PROJECT TITLE	TOTAL COST	PROJECT DESCRIPTION/REASON FOR NOT RECOMMENDING
PCC	Upgrade dining facility	52,500	Includes purchasing equipment that would expand food offerings to students and staff. Not recommended at this time.
PCC	Bookstore expansion	60,000	Includes furnishings and shelving for the new PCC bookstore. Not recommended at this time.
PCC	Architectural Plans for Building A Upgrade	75,000	This study would include renovation and expansion of Building A that would allow for additional office and meeting space. Not recommended at this time.
PCC	Architectural Plans for Building D Upgrade (Barnette Auditorium)	75,000	Includes updated lighting, HVAC, seating, desks and new finishes. Not recommended at this time.
PCC	Architectural Plans for Upgrade of BDEC	75,000	Includes renovation of the upstairs of the BDEC building to incorporate the Work Force Development Training Center, in the event that it is displaced by the new Senior/Rec Center. A space needs study may be a more economical approach to relocating the WFDTC.
PCC	Furniture & Fixture for Allied Health building	600,000	Includes furnishings and fixtures for the Allied Health Building. Since the Allied Health Building is not included in this CIP, neither is this project.
EDC	Person County Commerce Shell Building	3,000,000	Includes purchasing land and constructing a 100,000 sq ft. shell building in Person County that can be expanded to 200,000 sq ft. for economic development purposes. A shell building will attract businesses that are looking for a new location. The building may or may not be the building that is ultimately selected for use; however, it is the mechanism for attracting new investment to Person County. Not recommended because the Force Protection building is vacant and can be used to show prospective businesses.
PI/Materials Recovery Facility	Purchase MRF Building and renovate	2,200,000	Includes purchasing land and a building to house both Person Industries and the MRF. Combining both entities in one building will result in efficiencies and provide the room to grow as recycling tonnage increases. Not recommended because more detailed information is needed on the actual cost of combining the facilities.
Public Schools	Classroom conversion - PHS	100,000	Convert old metal shop to classroom space. Metals program is no longer in existence and space is needed for normal classroom use. Delayed due to cost of implementing roofing and windows studies.
Public Schools	VCT Floor Tile replacement - Earl Bradsher	250,000	Replace floor tiles that are original from the 1950's. Delayed due to cost of implementing roofing and window studies.
Public Schools	Stadium restrooms - PHS	500,000	Restrooms are not readily accessible to the public. Handicap access is also not available. Delayed due to cost of implementing roofing and window studies.
Public Schools	Chiller replacement - PHS	285,000	Chiller is at least 23 years old. Delayed due to cost of implementing roofing and window studies.
Public Schools	Construction of Maintenance Facility	1,500,000	New maintenance facility to replace existing facility that is 60+ years old. Not recommended at this time.

**Person County
Capital Improvement Plan
2014-18
Recommended - Funding Schedule**

Sources of Revenue for Project Costs:	Current Year 2012-13	Budget Year 2013-14	Planning Year 2014-15	Planning Year 2015-16	Planning Year 2016-17	Planning Year 2017-18	TOTAL REVENUE SOURCES
GF Fund Balance	2,102,482	1,145,685	1,487,220	1,512,750	1,183,978	946,371	8,378,486
CIP Project Fund Balance	256,701	254,545	355,000	460,000	100,000	200,000	1,626,246
Paperless Document Management System- Cost Share from DSS Reimb & City of Roxboro	-	20,387	-	-	-	-	20,387
PARTF Grant - Recreation & Senior Center	-	353,000	500,000	-	-	-	853,000
Debt Proceeds - Installment Purchase Financings	3,132,538	5,050,000	-	-	5,320,000	-	13,502,538
Total Sources of Revenue:	5,491,721	6,823,617	2,342,220	1,972,750	6,603,978	1,146,371	24,380,657
Project Costs for County:	Current Year 2012-13	Budget Year 2013-14	Planning Year 2014-15	Planning Year 2015-16	Planning Year 2016-17	Planning Year 2017-18	TOTAL PROJECT COSTS
Information Technology:							
Paperless Document Management System	-	177,471	-	-	-	-	177,471
General Services:							
Paving-driveway & parking lots-Anim Svcs, Pub Works Maintenance & Mayo Park	135,000	-	-	-	-	-	135,000
LEC HVAC Controls Retrofit	170,000	-	-	-	-	-	170,000
New roof-Olive Hill Gym	19,133	-	-	-	-	-	19,133
New roof-PCOB	412,708	-	-	-	-	-	412,708
New roof-Huck Sansbury Complex	-	293,068	-	-	-	-	293,068
New roof-Kirby Civic Auditorium	-	342,273	-	-	-	-	342,273
Boiler Replacement-PCOB	-	108,700	-	-	-	-	108,700
New roof-Emergency Medical Services	-	-	125,659	-	-	-	125,659
Replace carpet & tile-PCOB	-	-	55,000	55,000	-	-	110,000
Window Replacements-PCOB	-	-	-	216,480	-	-	216,480
Improvements to Old Helena Elementary School	-	-	-	-	2,598,548	-	2,598,548
New roof-Old Helena Elementary School	-	-	-	-	1,014,031	-	1,014,031
New roof-Board of Elections/IT	-	-	-	-	143,047	-	143,047
Old Helena School and Roofing Projects- contingency	-	-	-	-	265,000	-	265,000
New roof-Bushy Fork Park	134,696	-	-	-	-	68,657	203,353
Elections							
Voting Equipment	-	-	177,650	132,650	-	-	310,300
Emergency Management Services:							
Public Safety Southern Satellite Facility	-	181,725	-	-	-	-	181,725
Economic Development:							
Multi-Jurisdictional Industrial Park	45,000	-	-	-	-	-	45,000
Finance and Human Resources							
Accounting Software Package	290,000	-	-	-	-	-	290,000
Recreation, Arts & Parks:							
Walking tracks repaving & repair	65,000	-	-	-	-	-	65,000
Recreation and Senior Center Project	-	3,877,000	-	-	-	-	3,877,000
Rec and Senior Center Project - contingency	-	387,000	-	-	-	-	387,000
Rec and Senior Center Project - furn. & equip.	-	-	500,000	-	-	-	500,000
Airport Construction Projects:							
Additional airport hanger construction	-	-	-	800,000	-	-	800,000
Set -asides for future projects	-	100,000	350,000	-	-	50,000	500,000
Total County Projects	1,271,537	5,467,237	1,208,309	1,204,130	4,020,626	118,657	13,290,496

**Person County
Capital Improvement Plan
2014-18
Recommended - Funding Schedule**

Project Costs for PCC:	Current Year 2012-13	Budget Year 2013-14	Planning Year 2014-15	Planning Year 2015-16	Planning Year 2016-17	Planning Year 2017-18	TOTAL PROJECT COSTS
Piedmont Community College (PCC):							
Paving and Expansion-Parking Lot 4	100,000	-	-	-	-	-	100,000
Campus-wide fire alarm system	-	60,000	-	-	-	-	60,000
Campus Sidewalks Upgrade	-	-	80,000	-	-	-	80,000
New roof-D Building	-	-	-	180,559	-	-	180,559
Upgrade campus-wide HVAC	-	-	-	100,000	100,000	-	200,000
New roof-L Building	-	-	-	-	115,113	-	115,113
Construct covered walkways	-	-	-	-	-	205,000	205,000
Set -asides for future projects	-	100,000	-	-	-	-	100,000
Total PCC	100,000	160,000	80,000	280,559	215,113	205,000	1,040,672
Project Costs for Public Schools:	Current Year 2012-13	Budget Year 2013-14	Planning Year 2014-15	Planning Year 2015-16	Planning Year 2016-17	Planning Year 2017-18	TOTAL PROJECT COSTS
Public Schools:							
SMS & PHS Roofing-Issuance Costs	50,000	-	-	-	-	-	50,000
Replacement of cooling tower-PHS	60,000	-	-	-	-	-	60,000
Replace tracks-PHS & SMS	200,000	-	-	-	-	-	200,000
Paving-PHS & South Elem	150,000	-	-	-	-	-	150,000
New roof-PHS	568,816	537,659	-	-	46,158	-	1,152,633
New roof-Early Intervention	-	180,999	-	-	-	-	180,999
Window replacements-Oak Lane Elementary	-	178,600	-	-	-	-	178,600
Security equipment at all schools	-	99,122	-	-	-	-	99,122
New roof-Earl Bradsher	-	-	563,411	-	-	-	563,411
Window replacements-Woodland	-	-	180,500	-	-	-	180,500
Fire alarm replacement-NMS	-	-	135,000	-	-	-	135,000
Fire alarm replacement-SMS	-	-	175,000	-	-	-	175,000
New roof-VFW	-	-	-	69,781	-	-	69,781
Window replacements-North End Elementary	-	-	-	176,280	-	-	176,280
Asphalt replacement in bus parking lot-PHS	-	-	-	80,000	-	-	80,000
Replace HVAC controllers (at 10 schools)	-	-	-	97,000	-	-	97,000
Replace rooftop units-NMS (1 unit per year)	-	-	-	65,000	67,500	70,000	202,500
New roof-School Maintenance	-	-	-	-	284,164	-	284,164
New roof-South Elementary	-	-	-	-	290,664	-	290,664
New roof-North End	577,646	-	-	-	215,686	-	793,332
New roof-Oak Lane	-	-	-	-	244,706	-	244,706
New roof-North Elementary	-	-	-	-	258,858	-	258,858
New roof-Woodland	-	-	-	-	155,183	-	155,183
Window replacements-Earl Bradsher	-	-	-	-	233,440	-	233,440
Window replacements-South Elementary	-	-	-	-	161,880	-	161,880
New roof-Southern Middle School	2,513,722	-	-	-	-	53,074	2,566,796
Window replacements-North Elementary	-	-	-	-	-	168,840	168,840
Window replacements-PHS	-	-	-	-	-	320,800	320,800
Set -asides for future projects	-	200,000	-	-	410,000	210,000	820,000
Total Public Schools Projects:	4,120,184	1,196,380	1,053,911	488,061	2,368,239	822,714	10,049,489
Total Project Costs:	5,491,721	6,823,617	2,342,220	1,972,750	6,603,978	1,146,371	24,380,657

**Person County
Capital Improvement Plan
2014-18
Recommended - Funding Schedule**

Sources of Revenue for Operating Impact Costs:	Current Year 2012-13	Budget Year 2013-14	Planning Year 2014-15	Planning Year 2015-16	Planning Year 2016-17	Planning Year 2017-18	TOTAL REVENUE SOURCES
General Fund Revenues	67,549	540,851	15,903	-	35,410	9,479	669,192
Paperless Doc Mgt: DSS-State Reimbursement	-	4,606	4,606	4,606	4,606	4,606	23,030
Paperless Doc Mgt: City of Roxboro Cost Share	-	4,000	6,000	8,000	8,000	8,000	34,000
Durham County's Cost Share-Multi Juris Park	-	17,500	-	-	-	-	17,500
Recreation and Senior Center: Fees	-	-	107,305	107,305	107,305	107,305	429,220
Total Sources of Revenue for Operating Impact Costs	67,549	566,957	133,814	119,911	155,321	129,390	1,172,942

Operating Impact Costs:	Current Year 2012-13	Budget Year 2013-14	Planning Year 2014-15	Planning Year 2015-16	Planning Year 2016-17	Planning Year 2017-18	TOTAL PROJECT COSTS
Paperless Document Management							
Staff Training	-	1,000	1,000	1,000	1,000	-	4,000
Scanning costs	-	9,000	20,000	10,000	10,000	-	49,000
Licensing & Maintenance	-	29,739	29,739	29,739	29,739	29,739	148,695
Multi-Jurisdictional Park - site certification and formation of non-profit agency	-	35,000	-	-	-	-	35,000
Public Safety Southern Satellite Facility							
Utilities	-	7,500	7,500	7,500	7,500	7,500	37,500
Phone lines (fire, fax, phone, cable)	-	278	278	278	278	278	1,390
IT maintenance	-	3,500	2,500	2,500	2,500	2,500	13,500
Recreation and Senior Center/Huck Sansbury & PHS Roofing Project							
Personnel/Operating costs	-	-	237,422	242,170	247,014	251,954	978,560
Debt service impacts with proposed debt	67,549	480,940	(164,625)	(1,924,917)	(142,710)	(162,581)	(1,846,344)
Total Operating Impact Costs	67,549	566,957	133,814	(1,631,730)	155,321	129,390	(578,699)

Note: Items highlighted in blue are projects associated with a debt financing.

2012-13 School Roofing Project (QSCB financing)

Due to the approval by the Department of Public Instruction of a \$3.1M Qualified School Construction Bond ("QSCB") issuance in April 2012, the total re-roofing construction of Southern Middle School and a portion of re-roofing for Person High School was approved by the Board in FY 2013. The total QSCB borrowing amount was \$3,132,538. The QSCB offers a 100% federal interest credit as part of its intended structure.

2013-14 Recreation and Senior Center Construction and Various Roofing Projects

It is recommended to do an installment financing to capture the cost of the recently revised Recreation and Senior Center Project along with the re-roofing of the Huck Sansbury Complex, the Kirby and the rest of Person High School. The engineering contract for the Recreation and Senior Center has been approved for \$300,000 and is currently in progress. The engineering study for the roofs has already been completed as part of the latest Roofing Study. The total proposed borrowing for these projects is \$5,050,000.

2016-17 Old Helena School Improvements & Various Roofing Projects

A debt borrowing is proposed to cover various improvements to Old Helena School and re-roofing projects for the County, PCC and Schools. (Note: A decision will need to be made with respect to the designated use of the Old Helena School to clarify what other improvements may be required to fulfill the needs of the new occupant(s).) This Old Helena improvements are estimated at \$2,598,548 and nine re-roofing projects (2-County, 1-PCC, and 6-Schools) for \$2,721,452. The total proposed borrowing for these projects is estimated to be \$5,320,000.

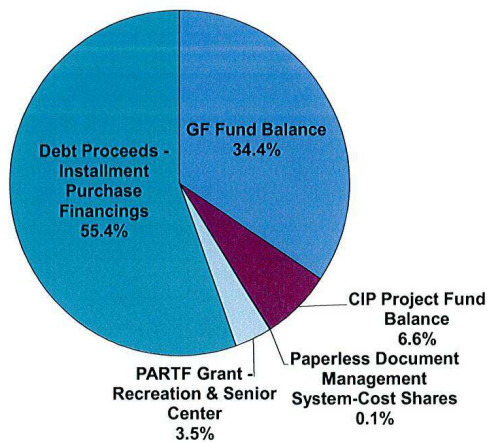
Set-Aside Funds for Future Years

Note: The County has implemented a best practice approach for distributing the costs of capital projects to minimize the impact in any one fiscal year. This is accomplished by incrementally funding expensive projects over multiple fiscal years. The projects listed below are funded through set-aside funds leading up to the year in which the project will be completed, thus reducing the burden in that year. This is a proactive approach to planning and funding future capital needs as well as maximizing cash flow capacity.

	Set-Aside Amount	Fiscal Year that project is recommended to take place	Remaining Amount
Current & Prior Years			
New roof-Kirby Civic Auditorium	\$ 209,545	2014	\$ 132,728
Replace carpet & tile (PCOB)	65,000	2015 & 2016	45,000
Window replacement-Earl Bradsher	100,000	2017	133,440
Total	\$ 374,545		
Budget Year 2013-2014			
New roof-EMS	\$ 100,000	2015	\$ 25,659
New roof-Earl Bradsher	200,000	2015	363,411
New roof-D Building (PCC)	100,000	2016	80,559
Total	\$ 400,000		
Planning Year 2014-2015			
Additional airport hanger construction	\$ 350,000	2016	\$ 450,000
Total	\$ 350,000		
Planning Year 2015-2016			
(No set asides proposed in this year)	\$ -		
Planning Year 2016-2017			
Window replacements-PHS	\$ 200,000	2018	\$ 120,800
New roof-Oak Lane Elementary	100,000	2025	630,943
New roof-Woodland Elementary	110,000	2025	751,261
Total	\$ 410,000		
Planning Year 2017-2018			
New roof-Inspections	\$ 50,000	2020	\$ 72,365
New roof-Oak Lane Elementary	100,000	2025	530,943
New roof-Woodland Elementary	110,000	2025	641,261
Total	\$ 260,000		

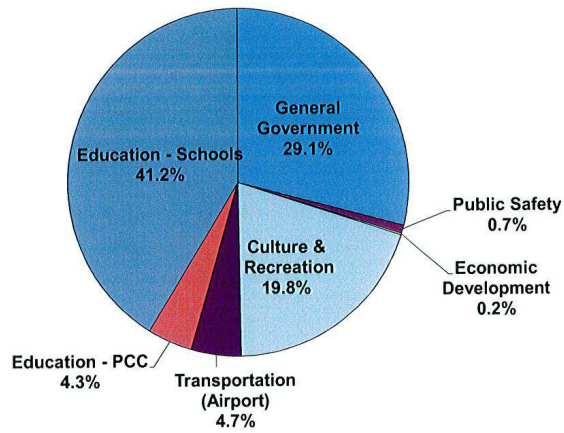
**Person County Capital Improvement Plan
Recommended - Revenue Sources
FY 2014 - 2018**

Total % Revenue Sources								
Description	Current Year	2014	2015	2016	2017	2018	Totals	% of Total
GF Fund Balance	2,102,482	1,145,685	1,487,220	1,512,750	1,183,978	946,371	8,378,486	34.4%
CIP Project Fund Balance	256,701	254,545	355,000	460,000	100,000	200,000	1,626,246	6.6%
Paperless Document Management System-Cost Shares	-	20,387	-	-	-	-	20,387	0.1%
PARTF Grant - Recreation & Senior Center	-	353,000	500,000	-	-	-	853,000	3.5%
Debt Proceeds - Installment Purchase Financings	3,132,538	5,050,000	-	-	5,320,000	-	13,502,538	55.4%
Totals	5,491,721	6,823,617	2,342,220	1,972,750	6,603,978	1,146,371	24,380,657	100.0%



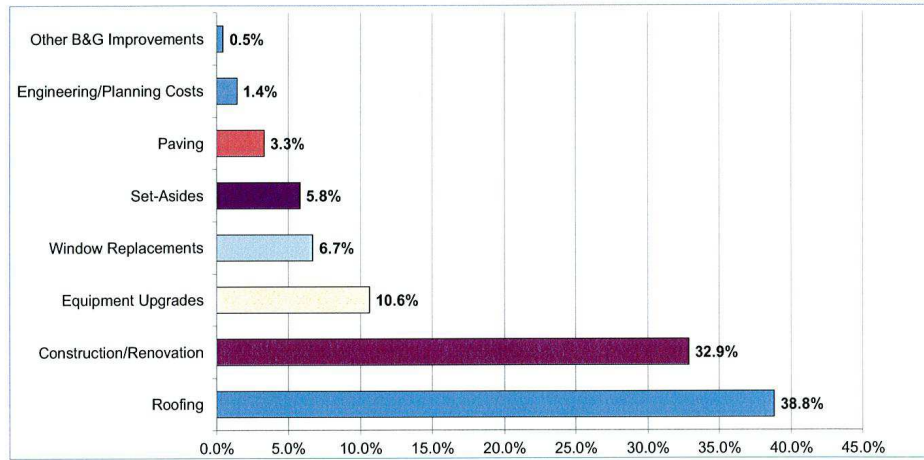
**Person County Capital Improvement Plan
Recommended - by Function
FY 2014 - 2018**

Total % CIP Projects by Function								
Description	Current Year	2014	2015	2016	2017	2018	Totals	% of Total
General Government	1,161,537	1,021,512	358,309	404,130	4,020,626	118,657	7,084,771	29.1%
Public Safety	-	181,725	-	-	-	-	181,725	0.7%
Economic Development	45,000	-	-	-	-	-	45,000	0.2%
Culture & Recreation	65,000	4,264,000	500,000	-	-	-	4,829,000	19.8%
Transportation (Airport)	-	-	350,000	800,000	-	-	1,150,000	4.7%
Education - PCC	100,000	160,000	80,000	280,559	215,113	205,000	1,040,672	4.3%
Education - Schools	4,120,184	1,196,380	1,053,911	488,061	2,368,239	822,714	10,049,489	41.2%
Totals	5,491,721	6,823,617	2,342,220	1,972,750	6,603,978	1,146,371	24,380,657	100.0%



**Person County Capital Improvement Plan
Recommended - by Type
FY 2014 - 2018**

Total % CIP Projects by Type								
Description	Current Year	2014	2015	2016	2017	2018	Totals	% of Total
Roofing	4,276,721	1,353,999	689,070	250,340	2,767,610	121,731	9,459,471	38.8%
Construction/Renovation	-	4,145,725	-	800,000	2,863,548	205,000	8,014,273	32.9%
Equipment Upgrades	520,000	445,293	810,000	439,650	300,150	70,000	2,585,093	10.6%
Window Replacements	-	178,600	180,500	392,760	395,320	489,640	1,636,820	6.7%
Set-Asides	-	400,000	350,000	-	410,000	260,000	1,420,000	5.8%
Paving	650,000	-	80,000	80,000	-	-	810,000	3.3%
Engineering/Planning Costs	45,000	300,000	-	-	-	-	345,000	1.4%
Other B&G Improvements	-	-	55,000	55,000	-	-	110,000	0.5%
Totals	5,491,721	6,823,617	2,164,570	2,017,750	6,736,628	1,146,371	24,380,657	100.0%



Person County's Debt Service

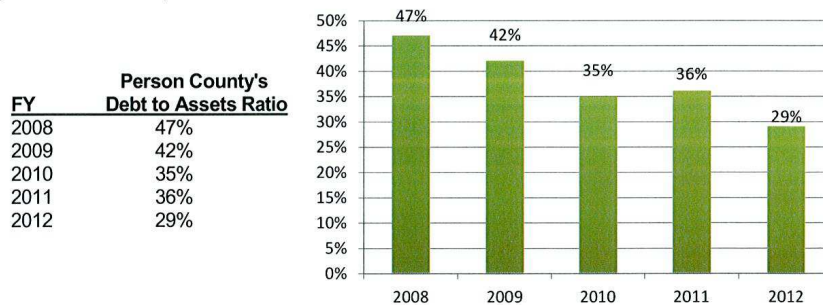
Current Debt Service

Project	Description	Term	Int Rate %	Outstanding Balance	Last Pyt Fiscal Year
2006 Various Roofing/Paving	Re-roofing, paving and repaving certain school, community college and other public facilities; re-floor the gymnasium; construct new tennis courts at Person High School	15 years	3.86%	3,050,364	2021
2007 School Bus Garage/Health Buildings Renovation/PCC Roofing	Construction of a bus garage for the Person County Schools administrative unit, re-roofing two classroom building at Piedmont Community College and renovating, equipping and furnishing former Health Department buildings to provide space for other County departments	7 years	3.75%	616,921	2014
2008 Refinancing of 1999 & 2000 Elem School Construction & LEC Building	Combine and refinance the previous debt held on the cost of construction to the elementary schools in 1999 and 2000, and the acquisition and construction on the law enforcement center	7 years	3.55%	4,680,516	2015
2009 Material Recovery Facility Equipment	Capital lease of a baler and equipment associated with the operation of a material recovery facility	5 years	2.71%	96,668	2014
2010 Courthouse Renovation & Various Roofing (BAB's)	Engineering and construction costs associated with the renovation of the Courthouse and some various re-roofing for certain school, community college and other public facilities; financed through Build America Bonds (BAB's) yielding a 35% refund of the interest payments	10 years	4.08%	4,285,500* <i>*(4,087,075 net of interest credit)</i>	2021
2012 SMS & portion of PHS Re-roofing (QSCB)	Re-roofing construction for Southern Middle School and a portion of Person High School; financed through a Qualified School Construction Bond (QSCB) yielding a 100% refund of the interest payments	15 years	3.93%	3,920,658* <i>*(3,028,120 net of interest credit)</i>	2028

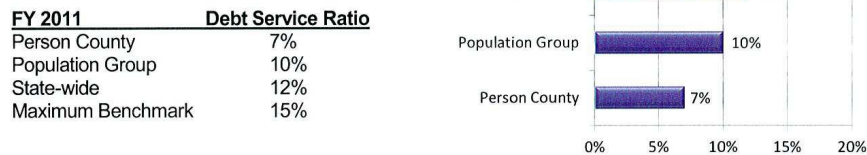
Current Debt Analysis

There are two standard ratios that measure debt service levels and the capacity for taking on additional debt. These ratios and their meaning for Person County are described below:

- Debt to Assets Ratio:** Measures leverage, the extent to which total assets are financed with long-term debt. The debt-to-assets ratio is calculated as long-term debt divided by total assets. A high debt to assets ratio may indicate an over-reliance on debt for financing assets, and a low ratio may indicate a weak management of reserves. At FY 2011, the debt to assets ratio for Person County was 36%, while counties with similar populations were at 57%. A more applicable comparison may be to view the debt to assets ratio for Person County since FY 2008. As displayed in the following chart, Person County's debt to assets ratio has declined from 47% in FY 2008 to 29% in FY 2012. This reduction can be attributed to conservative spending in uncertain economic conditions and the build-up of reserves. This increase in the County's cash reserves (assets) causes a decrease in this ratio. Another variable causing this downward trend is the large \$2M yearly pay down of the 2008 Refinanced Debt for the 1999 & 2000 Elementary School Construction and Law Enforcement Center debt. Even though the County has issued new debt since 2008, the historically low interest rates have generated significantly lower debt payments than the previous years' debt financings. This decreasing trend is likely to continue until the 2008 debt ceases with the last payment in 2015. Once this debt is decreased and new debt is issued to level out the County's debt structure, it is likely that this percentage will begin moving slowly upwards again, indicating to credit agencies a more strategic approach to the management of the County's assets.



- Debt Service Ratio:** Measures financing obligations, provides feedback on service flexibility with the amount of expenditures committed to annual debt service. The debt service ratio is calculated as annual debt service divided by total expenses. General accounting guidance discourages this ratio from being higher than 15% for a maximum benchmark. Any percentage higher than this can severely hamper the County's service flexibility. Person County's debt service ratio of 7% is well below the population group of 10% for FY 2011 (Person County's ratio increases to almost 9% for FY 2012), and lower than the Statewide average of 12%. Due to the expected debt reductions in fiscal years 2015 and 2016, it is anticipated that Person County's debt service ratio will substantially decrease unless new debt financings are incorporated to assist in leveling out the ratio. A consistent debt ratio level would indicate a stronger management of financing resources in relation to the amount that is available for other services.



New Debt Service

The two proposed financings in Person County's 2014-2018 plan are recommended below:

➤ **FY 2014 Recreation and Senior Center Construction and Various Re-roofing Projects**

It is the current recommendation in this CIP to issue Installment Purchase Debt in FY 2014 for the construction of a Recreation and Senior Center and various re-roofing projects for County and School buildings. The re-roofing projects would include the Huck Sansbury Complex, the Kirby Theater, and a portion of Person High School. The engineering contract for the Recreation and Senior Center was approved in FY 2013 for \$300,000 and the application for a PARTF grant was completed in anticipation of a \$1,000,000 award over a two year period. The grant would require a 50% match from Person County. The engineering study for the roofing has been completed and estimates are available as part of the latest Roofing Study. The total proposed debt amount for these projects is \$5,050,000 and is comprised of the following:

Recreation and Senior Center Construction	\$ 3,877,000
Re-roofing: Huck Sansbury Complex	293,068
Re-roofing: The Kirby Theater	342,273
Re-roofing: Person High School	<u>537,659</u>
Total	<u>\$ 5,050,000</u>

➤ **FY 2017 Old Helena School Improvements and Various Re-roofing Projects**

Also recommended in this CIP is the issuance of Installment Purchase Debt in FY 2017 for improvements to Old Helena Elementary School and re-roofing construction to various buildings for the County, PCC and Schools. The total proposed debt amount for these projects is \$5,320,000 and is comprised of the following:

Old Helena School Improvements	\$ 2,598,548
Re-roofing: Old Helena Elementary	1,014,031
Re-roofing: Elections/IT	143,047
Re-roofing: PCC Building L	115,113
Re-roofing: School Maintenance	284,164
Re-roofing: South Elementary	290,664
Re-roofing: North End Elementary	215,686
Re-roofing: Oak Lane Elementary	244,706
Re-roofing: North Elementary	258,858
Re-roofing: Woodland Elementary	<u>155,183</u>
Total	<u>\$ 5,320,000</u>

Note: Person County has the option to finance the Recreation and Senior Center with General Obligation (G.O.) Bonds; however, this is currently not recommended due to the additions of other major roofing projects, the flexibility to level out our current debt structure, and the narrow rate spread still remaining between Installment Purchase Financing and G.O. Bonds. If the spread in these rates widen to the extent that a G.O. Bond is preferred, these projects will need to be re-evaluated. Also included in the plan are contingency amounts for the FY 2014 and FY 2017 financing projects that would be locally supported in case of cost overruns. Since the contingency amounts are not part of debt proceeds, remaining unspent amounts can be re-allocated for any purpose or other capital projects.

Future Debt Service Payments for Person County

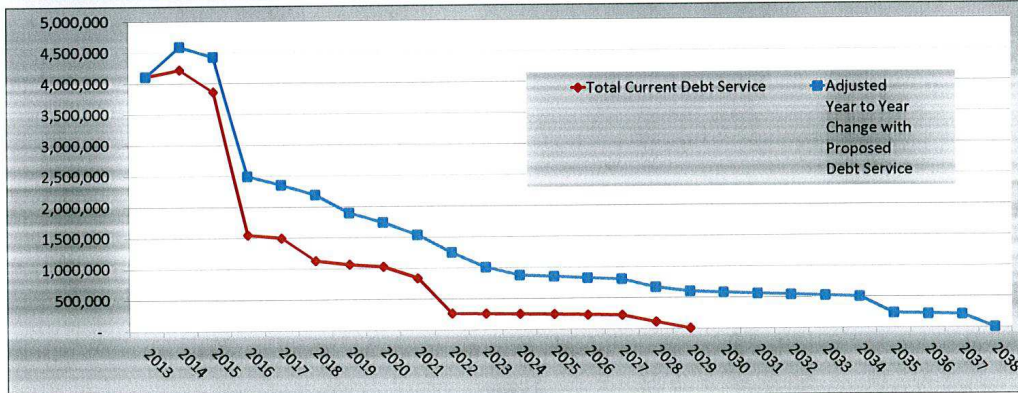
Fiscal Year Ending June 30	2006 Various roofing/paving projects	2007 School Bus Gar/Health Bldg Renov/PCC Roofing	2008 Refinancing of 1999 & 2000 Schools/LEC Bldg	2009 Material Recovery Facility Equipment	2010 Courthouse Renovation & Various Roofing Projects	2012 School Roofing Projects for SMS & PHS (QSCB)	Total Current Debt Service	Year to Year Change in Current Debt Service
2013	330,915	793,652	2,268,888	98,668	462,180	149,216	4,103,518	67,549
2014	322,230	616,921	2,394,160	98,668	449,940	325,789	4,207,708	104,190
2015	313,545	-	2,286,356	-	932,600	317,582	3,850,083	(357,625)
2016	329,831	-	-	-	899,960	309,375	1,539,166	(2,310,917)
2017	319,969	-	-	-	867,320	301,167	1,488,456	(50,710)
2018	483,635	-	-	-	339,780	292,960	1,116,375	(372,081)
2019	442,471	-	-	-	327,540	284,753	1,054,764	(61,611)
2020	427,094	-	-	-	315,300	276,546	1,018,940	(35,824)
2021	411,591	-	-	-	153,060	268,338	832,989	(185,951)
2022	-	-	-	-	-	260,131	260,131	(572,858)
2023	-	-	-	-	-	251,924	251,924	(8,207)
2024	-	-	-	-	-	243,717	243,717	(8,207)
2025	-	-	-	-	-	235,509	235,509	(8,208)
2026	-	-	-	-	-	227,302	227,302	(8,207)
2027	-	-	-	-	-	219,095	219,095	(8,207)
2028	-	-	-	-	-	106,470	106,470	(112,625)
2029	-	-	-	-	-	-	-	(106,470)
Totals	\$ 3,381,279	\$ 1,410,573	\$ 6,949,404	\$ 197,337	\$ 4,747,680	\$ 4,069,874	\$ 20,756,146	\$ (4,035,969)

The above chart displays Person County's current debt service schedule. A large amount of debt drops off in fiscal year 2016 for \$2.3M.

This sharp decline in debt obligations and the availability of low interest rates allows for the opportunity and capacity for Person County to take on additional debt (see chart to the right).

The blue line in the graph below includes the new proposed debt and indicates a more gradual dropoff of debt compared to the red line showing our current debt service schedule.

Fiscal Year Ending June 30	Total Current Debt Service	2014 Proposed - Recreation and Senior Center & Various Roofing Project (assumptions: 3%, 20yr)	2017 Proposed - Old Helena School Improvements & Various Roofing Project (assumptions: 5%, 20yr)	Total Debt Service with 2014 and 2017 Proposed Financings	Adjusted Year to Year Change with Proposed Debt Service
2013	4,103,518	-	-	4,103,518	67,549
2014	4,207,708	376,750	-	4,584,458	480,940
2015	3,850,083	569,750	-	4,419,833	(164,625)
2016	1,539,166	955,750	-	2,494,916	(1,924,917)
2017	1,488,456	327,750	536,000	2,352,206	(142,710)
2018	1,116,375	320,750	752,500	2,189,625	(162,581)
2019	1,054,764	313,750	527,500	1,896,014	(293,611)
2020	1,018,940	306,750	412,500	1,738,190	(157,824)
2021	832,989	299,750	402,500	1,535,239	(202,951)
2022	260,131	292,750	692,500	1,245,381	(289,858)
2023	251,924	285,750	467,500	1,005,174	(240,207)
2024	243,717	278,750	352,500	874,967	(130,207)
2025	235,509	271,750	342,500	849,759	(25,208)
2026	227,302	264,750	332,500	824,552	(25,207)
2027	219,095	257,750	322,500	799,345	(25,207)
2028	106,470	250,750	312,500	669,720	(129,625)
2029	-	243,750	352,500	596,250	(73,470)
2030	-	236,750	340,000	576,750	(19,500)
2031	-	229,750	327,500	557,250	(19,500)
2032	-	222,750	315,000	537,750	(19,500)
2033	-	215,750	302,500	518,250	(19,500)
2034	-	208,750	240,000	498,750	(19,500)
2035	-	-	230,000	230,000	(268,750)
2036	-	-	220,000	220,000	(10,000)
2037	-	-	210,000	210,000	(10,000)
2038	-	-	-	-	(210,000)
Totals	\$ 20,756,146	\$ 6,780,750	\$ 7,991,000	\$ 35,527,896	\$ (4,035,969)



Vice Chairman Jeffers inquired about a project not recommended and requested the costs of upgrading the equipment for the metal shop related to the Public Schools request for the classroom conversion at Person High School.

Vice Chairman Jeffers asked Ms. Wehrenberg if she knew about the USDA Rural Development quarterly fixed rate loans with a 20 year term. Ms. Wehrenberg stated she did not have any knowledge of that type of loan but would be interested in learning.

Ms. York stated the CIP is scheduled to be adopted at the Board's meeting on April 29, 2013 and suggested if the Board so desired, an additional work session to discuss the CIP again, could be held on April 15, 2013 at 4:00 pm prior to the joint meeting with the School Board at 6:00 pm.

It was the consensus of the Board to not hold an additional work session to further discuss the CIP.

Commissioners Newell and Puryear both stated opposition to the CIP due to inclusion of the Recreation and Senior Center project.

CDBG MONTHLY REPORTING:

County Manager, Heidi York presented to the Board the CDBG monthly activities report for March 2013 and a Monthly Performance Status Report for April 2013 that is due to be submitted to the Division of Community Assistance.

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to accept the monthly report as presented.

BUDGET AMENDMENT:

Finance Director, Amy Wehrenberg presented and explained the following Budget Amendment.

Upon a motion by Vice Chairman Jeffers, and majority vote (5-0), the Board of Commissioners of Person County does hereby amend the Budget of the Fund(s) listed below on this, the 1st day of April 2013, as follows:

<u>Dept./Acct No.</u>	<u>Department Name</u>	<u>Amount</u> Incr / (Decr)
<u>EXPENDITURES</u>	<u>General Fund</u>	
	General Government	3,300
	Public Safety	18,389
	Transportation	64,500
	Economic Development	5,514
	Culture & Recreation	32,025
<u>REVENUES</u>	<u>General Fund</u>	
	Intergovernmental Revenues	83,050
	Charges for Services	27,614
	Other Revenues	11,186
	Fund Balance Appropriated	1,878
<u>EXPENDITURES</u>	<u>Capital Improvement Project Fund</u>	27,414
<u>REVENUES</u>	<u>Capital Improvement Project Fund</u>	
	Other Revenues	27,414

Explanation:

Received additional proceeds from the sale of fixed assets (\$3,300); appropriating fund balance to reimburse the Dept. of Juvenile Justice for unspent JCPC Admin funds from 2011-2012 (\$428); received additional funds from the Partnership for Children for the VIP grant (\$5,000); fees associated with Concealed Weapons (\$7,520); inmate telephone fees, sales of inmate phone cards and Commissions (\$2,589); Rabies Vaccination charges (\$552); Spay and Neuter Program revenues (7,300); carry-forward grant funds and County's match from 2011-2012 for DOT's approved purchase of a PATS van (\$64,500); farmer's market dues (\$1,304); Cooperative Extension class registration fees (\$1,010); insurance claim revenues for hail damage to two Cooperative Extension vehicles (\$3,200) and a vehicle in the Recreation, Arts & Parks Department (\$3,626); recreation fees associated with the Kirby (\$8,399); a Library Services and Technology Act grant received for the Public Library (\$20,000); and an insurance claim received for damage to the Huck Sansbury Roofing (\$27,414).

April 1, 2013

A RESOLUTION TO MAINTAIN AND SUPPORT THE CURRENT INTEGRITY AND FUNDING FOR THE PARKS AND RECREATION TRUST FUND (PARTF):

Recreation, Arts and Parks Director, John Hill informed the Board that the Governor's proposed budget removes the dedicated funding source for PARTF impacting the ability to fund local government PARTF grants this year and in the future.

Mr. Hill stated in Fiscal Year 2010, Person County received \$327,500 from PARTF to support the construction of Person County's Mayo Lake facility. Mr. Hill noted Person County has applied for \$353,000 in PARTF funding for Fiscal Year 2014 to be used toward the new Senior Center/Recreational Center as well as anticipated applying for an additional \$500,000 from PARTF for Fiscal Year 2015 to also be used toward the Senior Center/Recreational Center.

Mr. Hill requested Board approval of the proposed resolution which is intended to encourage the General Assembly to restore the funding source in order to maintain dedicated funding for PARTF now and in the future.

A **motion** was made by Vice Chairman Jeffers, and **carried 3-2** to support a Resolution to maintain and support the current integrity and funding for the Parks and Recreation Trust Fund. Chairman Clayton, Vice Chairman Jeffers and Commissioner Blalock voted in favor of the motion to support. Commissioners Puryear and Newell voted in opposition of the Resolution due to the Senior Center/Recreational Center project as a designated recipient of funds.

**A RESOLUTION TO MAINTAIN AND SUPPORT THE CURRENT INTEGRITY AND FUNDING
FOR THE PARKS AND RECREATION TRUST FUND (PARTF)**

WHEREAS, North Carolina is known for its unique and scenic natural resources and opportunities for recreation with a long tradition of its citizens and visitors enjoying parks, mountains, rivers, greenways, beaches and more. Generations of residents and visitors have delighted in these landscapes and park facilities; and

WHEREAS, The Parks and Recreation Trust Fund (PARTF) was established with bi-partisan support on July 16, 1994 to fund improvements in the state's park system, to fund grants for local governments and to increase the public's access to the state's beaches and coastal waterways; and

WHEREAS, since its inception The Parks and Recreation Trust Fund has provided \$161 million via 722 grants to 370 local governments in 99 counties and has been matched with \$312 million of local and private dollars for the purchase of local park land, building and renovation of facilities and development of greenways and trails; and

WHEREAS, North Carolina's population has grown to make it the 10th most populous state in the nation with projections for the significant growth to continue in the coming decades, and more state and local parks are needed to meet the increased demands; and

WHEREAS, parks are identified as key contributors to North Carolina's tourism industry that generates nearly \$20 billion in annual economic impact; and

WHEREAS, parks in North Carolina are experiencing record visitation levels including over 14.25 million to state parks in both 2011 and 2012; and

WHEREAS, The Parks & Recreation Trust Fund has leveraged funds that allowed our State to acquire land for state parks and state natural areas and protected nearly 83,000 acres and made major additions to the Mountains-to-Sea State Trail; and

WHEREAS, The Parks & Recreation Trust Fund has funded capital improvement projects in the state parks such as visitor centers and exhibit halls which provide tremendous opportunities to educate students and all citizens about North Carolina's outstanding natural resources, and other capital projects including campgrounds, picnic areas, boating facilities, trails and swimming beaches; and local capital projects including construction of community centers, athletic fields and greenways; and

WHEREAS, the annual economic impact to local economies of all tourists visiting the state parks system was estimated at more than \$400 million in sales and income, as well as nearly 5,000 jobs according to a 2008 study; and

WHEREAS, a portion of The Parks & Recreation Trust Fund is designated for the Public Beach and Coastal Waterfront Access Program to improve access to beaches and coastal waterways by funding public boat ramps and public beaches accesses; and

WHEREAS, access to parks, recreation facilities and open space provides cost-effective opportunities for citizens of all ages to participate in health and wellness activities thereby reducing costs associated with obesity, heart disease, diabetes and high blood pressure; and

WHEREAS, research has documented that structured park and recreational opportunities in local communities can prevent crime and provide positive activities and directions for young people; and

~~**WHEREAS**, dedicated, recurring funding of The Parks & Recreation Trust Fund allows for structured and objective planning and efficient management of the system at both the state and local levels for today and future generations; and~~

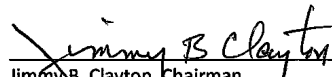
WHEREAS, the success of The Parks and Recreation Trust Fund is due to the dedicated funding source provided by a portion of the deed stamp tax, and is recognized nationally as a model for efficiency and accountability.

NOW, THEREFORE, BE IT RESOLVED, that Person County does call on the members of the General Assembly to maintain dedicated revenues generated by seventy-five cents of the deed stamp tax for The Parks and Recreation Trust Fund.

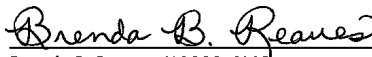
The Clerk is directed to send a copy of this resolution to each of the members of the General Assembly representing the people of Person County and the North Carolina Recreation and Park Association.

Adopted, this the 1st day of April, 2013.




Jimmy B. Clayton, Chairman
Person County Board of Commissioners

Attest:


Brenda B. Reaves, NCCCC, CMC
Clerk to the Board

April 1, 2013

DISCUSSION AND CONSIDERATION FOR APPOINTMENTS TO FILL THE TWO RESIGNED ALTERNATE SEATS ON THE BOARD OF EQUALIZATION AND REVIEW:

Chairman Clayton requested Board consideration of Vice Chairman Ray Jeffers who had volunteered to serve as well as Commissioner Blalock's nominee of citizen, Faye Boyd to be appointed to the Board of Equalization and Review's alternate seats to fulfill the terms of the unexpired terms of Edwin Knott and Leigh Woodall.

A **motion** was made by Commissioner Puryear, and **carried 5-0** to appoint Vice Chairman Ray Jeffers and citizen, Faye Boyd to be appointed to the Board of Equalization and Review's alternate seats to fulfill the terms of the unexpired terms of Edwin Knott and Leigh Woodall.

CHAIRMAN'S REPORT:

Chairman Clayton updated the Board on a legal issue with Cardinal Innovations related to their mental health board members' loyalty oath. County Attorney, Ron Aycock explained the Cardinal Innovations' loyalty oath requires its board members to have a higher degree of loyalty to the Cardinal Innovations organization over the commissioners' responsibility to their county.

Chairman Clayton added that commissioners have refused to sign the loyalty oath which resulted in Cardinal Innovations refusing to seat Commissioner Dorosin, representative for Orange, Person and Chatham counties to the board. Mr. Aycock added that Cardinal Innovations also feels Commissioner Dorosin who is an attorney representing a client in a case with another county for an unrelated health issue has a conflict of interest thereby giving another reason not to seat. Mr. Aycock stated he has conferred with the county attorneys representing Orange and Chatham counties and their recommendation is for each county attorney to submit letters to Cardinal Innovations with a copy to the Attorney General disagreeing with the position taken.

Commissioner Newell suggested withholding the local IPRS \$300,000 funds as leverage. Chairman Clayton noted his preference to start with the county attorney letters to Cardinal Innovations as the first step. It was the consensus of the Board to proceed with the County Attorney to submit a letter to Cardinal Innovations on behalf of Person County.

MANAGER'S REPORT:

County Manager, Heidi York highlighted an email sent to Board members earlier in the day from the General Assembly's Bill Drafting Division determining the local bill request to Representative Wilkins to tag onto House Bill 200 for Mecklenburg would not work for Person County due to revaluation year and that the method was determined sound with an appeal process forthcoming.

Ms. York reminded the Board their next meeting is scheduled for 6:00 pm on April 15, 2013 for a joint meeting with the Board of Education in the County Auditorium. Ms. York noted the Board of Education would be presenting their budget request to the Board of Commissioners.

Ms. York stated a Community Conversations meeting is scheduled for April 29, 2013 at 6:30 pm to be held at the Bushy Fork Grange Hall. Ms. York stated the Capital Improvement Plan (CIP) is scheduled to be adopted on April 29, 2013 at the Community Conversations meeting.

Chairman Clayton added a comment related to a ribbon cutting scheduled for April 3, 2013 at 10:00 am at a new barber shop located in the former Pete's Sandwich Shop location.

COMMISSIONER REPORT/COMMENTS:

Commissioner Newell had no report or comments.

Commissioner Blalock stated a recent complaint from a citizen related to the number of junk cars, tractors, containers, etc. are allowed on a residential property and requested the Board address such in the near future. County Manager, Heidi York stated she would bring back a proposal for screening beyond unregistered vehicles for consideration. Vice Chairman Jeffers commented the Board had last discussed pursuing other options for enforcement of such.

Commissioner Puryear asked the County Attorney when a resolution could be reconsidered by the Board of Commissioners. County Attorney, Ron Aycock stated a resolution could be reconsidered by the Board of Commissioners at any subsequent meeting unless there is a motion to lay the issue on the table in which there is a sixty-day waiting period. Related to House Bill 200, Mr. Aycock commented there is a constitutional provision requiring all laws related to property tax to be uniform throughout the state. Mr. Aycock further noted the General Assembly could not enact a bill specific only to a single county pertaining to property tax.

Commissioner Blalock requested a summary of actions taken by the Board of Equalization and Review. Tax Administrator, Russell Jones confirmed a collective summary including a list of properties appealed with any such changes or no change in value would be provided to the Board of Commissioners.

Vice Chairman Jeffers relayed appreciation from the Woodsdale Volunteer Fire Department for continued local support of funding into the next fiscal year as well as stated the success of increasing the occupancy and sales tax through his involvement with a recent Dog Show in Person County noting over 130 entries and participation for the three-day event.

CLOSED SESSIONS:

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to enter into Closed Session per General Statute 143-318,11(a)(5) to consider the acquisition or lease of real property at 9:20 pm with the following individuals permitted to attend: County Manager, Heidi York, Assistant County Manager, Sybil Tate, Clerk to the Board, Brenda Reaves, County Attorney, Ron Aycock, General Services Director, Ray Foushee, Person Industries Director, Wanda Rogers and Assistant Person Industries Director, Becky Clayton and Finance Director, Amy Wehrenberg.

Chairman Clayton announced a brief recess prior to convening Closed Session. Chairman Clayton called the Closed Session to order at 9:25 pm.

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to return to open session at 9:47 pm.

A **motion** was made by Commissioner Blalock, and **carried 5-0** to enter into Closed Session per General Statute 143-318.11(a)(2) for the purpose to consult with the county attorney in order to preserve the attorney-client privilege at 9:47 pm with the following individuals permitted to attend: County Manager, Heidi York, Assistant County Manager, Sybil Tate, Clerk to the Board, Brenda Reaves, and County Attorney, Ron Aycock.

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to return to open session at 9:52 pm.

RECESS:

A **motion** was made by Vice Chairman Jeffers, and **carried 5-0** to recess the meeting at 9:53 pm until 6:00 pm on April 15, 2013 at which time the Board will have a joint meeting with the Board of Education

Brenda B. Reaves
Clerk to the Board

Jimmy B. Clayton
Chairman

April 1, 2013