

PITT COUNTY BOARD OF COMMISSIONERS  
GREENVILLE, NORTH CAROLINA  
FEBRUARY 25, 2008 Capital Improvement Plan (CIP) Workshop

The Pitt County Board of Commissioners met on Monday, February 25, 2008, at 9:00 AM at the Community Schools & Recreational Building, 4561 County Home Road, Greenville, North Carolina.

Commissioners present:

Mark Owens, Jr., Chairman  
Melvin McLawhorn, Vice Chairman  
Kenneth Ross, Commissioner  
Beth Ward, Commissioner  
David Hammond, Commissioner  
Eugene James, Commissioner  
Tom Johnson, Commissioner  
Jimmy Garris, Commissioner

Commissioners absent:

Tom Coulson, Commissioner

Staff present:

Scott Elliott, County Manager  
Trish Staton, Clerk to the Board  
JoAnne Burgdorff, County Attorney  
Melonie Bryan, Deputy County Manager/Financial Services  
Michael Taylor, Chief Information Officer  
Phil Dickerson, Deputy County Manager/Public Services  
Shelley Leach, Budget Analysis  
Leslie Dixon, Grant Administrator  
Noel Lee, Director Emergency Management  
Mac Manning, Sheriff  
Lawrence Whaley, Chief, Detention Center  
Jeff Phillips, Captain, Detention Center

**Call to Order**

**Meeting Notes**

Chairman Owens called the February 25, 2008 Capital Improvement Plan (CIP) workshop to order.

**Invocation and Pledge**

The prayer was offered by Commissioner Eugene James. The Pledge of Allegiance was led by Commissioner Kenneth Ross.

**Approval of Agenda**

**Motion:**

**Approval of agenda as submitted**

**Motion made by Commissioner Jimmy Garris.**

**Motion seconded by Commissioner Beth Ward.**

**Motion Passed Unanimously.**

*Review, Update & Affirm Boards Goals-Fiscal Year 2008-09 - Scott Elliott*

**Information Provided with the Agenda**

Each year, the Board of Commissioner's typically reviews, updates and/or reaffirms their goals for use in preparing budgets for the upcoming fiscal year. Seven priorities have been identified in the past and were used to guide our current year. These priorities are included with this abstract for reconsideration.



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## Mission Statement

*The Mission of Pitt County Government is to enhance the health, safety, and well-being of our community by advocating for and providing quality services in a friendly, efficient and cost-effective manner.*

## VISION

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*A Leader in the State; Best in the East.*

## VALUES

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Pitt County Government believes our purpose is public service. Thus, we adhere to the following:

- Encourage honesty and behavior that is consistent with our mission;
- Recognize and promote competence, excellence, and open communication;
- Support each other in working toward our goals;
- Maintain an open government that is a good steward of public resources;
- Support decision making that is deliberate, conscientious, and based on fact.

## GOALS

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- ❑ To ensure quality education;
- ❑ To ensure community safety through enhanced emergency service programs;
- ❑ To enrich the quality of life for Pitt County citizens through opportunities for improved health and welfare;
- ❑ To advance economic development opportunities for Pitt County;
- ❑ To address the facility and space needs of all county government programs-general government, public schools and community college;
- ❑ To champion infrastructure improvements throughout the county; and
- ❑ To support the provision of and access to recreational activities for county citizens.

## Action Item

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Affirm Mission, Vision, Values and Goals as required to meet GFOA standards.

### Meeting Notes

Mr. Elliott reviewed the Affirmation of Mission, Vision, Values & Goals. He stated the word efficient was added to the Mission Statement. The Board was in agreement to adding the word efficient to the Mission Statement. Mr. Elliott reviewed the goals stating he tries to base the

budget on these goals. Commissioner Johnson spoke about the word ensure being used in the Goals statement. He stated this Board cannot ensure quality education but it could promote.

**Motion:**

**The Board of Commissioners reaffirmed the Goals changing the word ensure in the first statement of Goals to promote.**

**Motion made by Commissioner Tom Johnson.**

**Motion seconded by Commissioner Eugene James.**

**Vote Record:**

<b>Mark Owens, Jr.</b>	<b>Yes</b>
<b>Melvin McLawhorn</b>	<b>No</b>
<b>Kenneth Ross</b>	<b>Yes</b>
<b>Jimmy Garris</b>	<b>Yes</b>
<b>Beth Ward</b>	<b>Yes</b>
<b>David Hammond</b>	<b>Yes</b>
<b>Eugene James</b>	<b>Yes</b>
<b>Tom Johnson</b>	<b>Yes</b>

**Total Yes Votes: 7**

**Total No Votes: 1**

**Motion Passed.**

**Discussion:**

**Commissioner Garris spoke about the last line of the Goals statement. He said the Board should be consistent.**

**Motion:**

**To change the word support in the last statement of Goals to promote.**

**Motion made by Commissioner Jimmy Garris.**

**Motion seconded by Vice Chairman Melvin McLawhorn.**

**Vote Record:**

<b>Mark Owens, Jr.</b>	<b>Yes</b>
<b>Melvin McLawhorn</b>	<b>Yes</b>
<b>Kenneth Ross</b>	<b>Yes</b>
<b>Jimmy Garris</b>	<b>Yes</b>
<b>Beth Ward</b>	<b>Yes</b>
<b>David Hammond</b>	<b>Yes</b>
<b>Eugene James</b>	<b>No</b>
<b>Tom Johnson</b>	<b>No</b>

**Total Yes Votes: 6**

**Total No Votes: 2**

**Motion Passed.**

***Review of Capital Improvement Plan (CIP) for FY 2008-09 - Scott Elliott***

Mr. Elliott stated each year, the Board reviews and updates Pitt County's 10-Year Capital Improvement Plan (CIP). He presented the following PowerPoint presentation.



*Pitt County Board of Commissioners*

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*Capital Improvement Plan (CIP) Workshop*

*February 25, 2008*

**Framework for Today's  
Discussions**

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- Review projects currently underway in the County
- Review departmental requests submitted for consideration in FY08-09
- Review operating costs associated with the various projects
- Hear detailed information from select requesting departments

## Pitt County Government Current Projects

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Detention Center Expansion	\$20,200,000
Comm Schls & Rec - District Park	1,000,000
Board of Education	32,000,000
Ridge wood Elementary and renovation/expansions at North Pitt, Farmville Middle, Rose & Ayden Elementary	
Total	\$53,200,000

## Proposed Projects - Summary

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● Annual Projects	\$ 1,738,438
● General Government	8,650,000
● Pitt Community College	89,000,000
● Board of Education	<u>180,000,000</u>
 Total	 \$ 279,388,438

## Annual Debt Service Requirements

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Estimated Debt Service for requests:

General Government	\$	605,500
Pitt Community		6,230,000
Board of Education		<u>12,600,000</u>
	\$	19,435,500

Calculated at \$70,000 per million borrowed.

## Potential New Revenues

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		FY 08-09	FY 09-10
Potential New Revenues		Full Year	Full Year
Sales Tax (New 1/4-cent)		4,500,000	4,635,000
Growth in Tax Base*		(Reval) 0	1,700,000
Revaluation		4,500,000	0
Ad Valorem Taxes (1-cent = ~\$920,000)		920,000	947,600
Growth in existing Sales Taxes - General*		300,000	309,000
Growth in existing Sales Taxes - Board of Ed		150,000	154,500
Education Lottery Proceeds		3,000,000	3,000,000
Medicaid Relief		0	1,900,000
Freed-up Capacity		0	0
	Totals	13,370,000	12,646,100

**Discussion:**

**Commissioner Hammond asked about the debt service reductions. Commissioner James asked Ms. Bryan how much Pitt County owes at this time. Ms. Bryan stated 140 million. Mr. Elliott said Pitt County's barrowing status is very good. Mr. Elliott spoke about staffing of the community schools building. Commissioner Ward spoke about not losing site of the fact this is a large county. She said many**

**counties support Communities in Schools programs. It is the only way to support the municipalities and provide local recreation opportunities. Commissioner James spoke about community involvement. Each community matches the money to keep them involved. Pitt County is spread way out. There is no way to bring them together and with these activities. Commissioner James spoke about citizens in his district that do not have the means to come to the district park. He spoke about supporting the local school facilities. Chairman Owens thanked Commissioner James and stated his points were well taken. Commissioner Johnson spoke about funding additional personnel for Communities in Schools.**

**Sheriff's Department – Scott Elliott, Phil Dickerson, Mac Manning**

- Detention Center
- VIPER Grant
- Administrative Space
- Video Visitation
- Other Projects

**Information Provided with the Agenda**

The Sheriff's Office worked closely with the Greenville Police Department and in cooperation with all law enforcement agencies in the county in writing a grant to acquire new VIPER radio equipment. This radio equipment included equipment for the Sheriff's Communications Center, 911, and new mobile and portable radios for the Sheriff's Office and the City of Greenville's police, fire, and rescue departments as well as other law enforcement agencies within the county. The Sheriff's Office is requesting commitment from the Board of Commissioners to provide the local match of 25% for the county portion of the \$2.9 million in total grant funds in the amount of \$145,158 and \$100,000 for 911. The Sheriff's Office had previously presented a similar grant request to the Board in January 2007 which provided for similar VIPER equipment which at that time required a local match of \$122,000. That grant was not approved by The Governor's Crime Control. This recent award will allow us to complete our transition to the statewide VIPER radio system.

**Motion:**

**Board of Commissioners approves moving \$65,138 from contingency for the Sheriff's match on VIPER grant.**

**Motion made by Commissioner David Hammond.**

**Motion seconded by Commissioner Beth Ward.**

**Vote Record:**

<b>Mark Owens, Jr.</b>	<b>Yes</b>
<b>Melvin McLawhorn</b>	<b>Yes</b>
<b>Kenneth Ross</b>	<b>Yes</b>
<b>Jimmy Garris</b>	<b>Yes</b>
<b>Beth Ward</b>	<b>Yes</b>
<b>David Hammond</b>	<b>Yes</b>
<b>Tom Johnson</b>	<b>No</b>

**Total Yes Votes: 6**

**Total No Votes: 1**

**Motion Passed.**

Mr. Phil Dickerson spoke about the evaluation of alternatives for office and storage space for the Sheriff. The Board requested the Engineering Department evaluate the feasibility of providing space for the Sheriff for the same or less annual cost as the Army Reserve Center. Attached are evaluations of the two alternatives.

The Jeffreys Building would provide the same amount of office space as the Army Reserve Center and slightly more storage space. More than adequate parking area is in place. The Jeffreys Building is fully equipped with the fire sprinklers that are required for the type of storage that the Sheriff desires. The total area of the Jeffreys Building is approximately 32,000 square feet.

A new building would provide approximately 7,500 square feet of office space and 7,000 square feet of storage space.

It should be pointed out that these evaluations do not address the Sheriff's request for an office building for his Department. It simply sets out alternatives for additional Sheriff's space that can be purchased for the same annual cost as the proposed lease on the Army Reserve Center.

### **COMPARISON OF ALTERNATIVES FOR SHERIFF'S DEPARTMENT (20 YEARS)**

#### **ARMY RESERVE CENTER**

Lease	\$ 80,000
Renovations	\$ 175,000
Utilities, etc.	\$ 50,000
Annual Cost	\$ 150,000

#### **JEFFREYS BEER AND WINE**

Sales Price	\$1,200,000
Renovations	\$ 200,000
Utilities, etc.	\$ 35,000
Annual Cost	\$ 135,000

#### **NEW BUILDING**

Cost	\$1,500,000
Utilities, etc.	\$ 24,000
Annual Cost	\$ 150,000

### **ADVANTAGES/DISADVANTAGES ALTERNATIVES FOR SHERIFF'S SPACE**

#### **ARMY RESERVE CENTER NO LONGER UNDER CONSIDERATION**

#### **JEFFREYS BEER AND WINE**

ADVANTAGES:

1. Large sprinkled storage area
2. Large paved parking lot
3. Likelihood of rental income
4. Possibility of bargain sale
5. Shop Area
6. Across street from Office Park property

DISADVANTAGES:

1. Not located on any existing County property
2. Requires substantial renovations for offices
3. Approximately 25 years old

**NEW BUILDING**

ADVANTAGES:

1. Can be located on existing County property
2. All new construction

DISADVANTAGES:

1. Smaller storage area than the alternative
2. Type of construction not fully compatible with County Office Park area
3. Long planning and construction time

**Emergency Management – Scott Elliott, Noel Lee**

Mr. Noel Lee, Emergency Management Director, presented the following PowerPoint.

# Present

- VHF
  - Dispatch Fire/EMS
  - EMS to PCMH
  - Main Source of Communications Fire/EMS
  - Some Dead Areas in Outer Lying Areas (needs to be addressed currently working on study with Motorola)
- UHF
  - Dispatch GFR
  - Communicate with GFR
  - Public Health (PHRST 1)
  - PCMH

# Present

- PCMH 800 System
  - Currently Working with Rebanding
- VIPER
  - Pitt EM
    - Communicate with State Resources
    - Some Local Resources
    - No Day to Day Ops
  - PCSO
    - Day to Day Ops
    - Some Local Resources
    - State Resources
  - Other Agencies
    - ECU
    - EASTCARE

## Vision

- VHF
  - Maintain for Dispatch
  - Upgrade for better coverage
  - Fire/EMS Communication
  - Primary/Redundant System
- UHF
  - Dispatch GFR
  - Public Health
  - PCMH

## Vision

- VIPER
  - Continued Expansion for Interoperability  
Fire/EMS/Other Agencies
  - COPS (Greenville, ECU, PCMH, PCEM, &  
PCSO)
  - 911 Center Direct Communications with  
Agencies on Viper
  - 911 Center Direct Communications with State  
Resources
  - Redundant/Primary System

# Summary

- VHF
  - Continued Need
- UHF
  - Continued Need
- VIPER
  - Continued expansion
  - Day to Day Multi-Agency Response

**Pitt Community College/Pitt County Schools – Scott Elliott**

## **Pitt Community College Pitt County Schools**

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- Guaranteed Energy Savings
- Sales Tax Funded Projects

Other – Scott Elliott

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## **Other Potential Projects**

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- Northside Library
- Convention & Visitors Bureau –  
Downtown Facility

### **Facilities Tour**

Mr. Elliott, staff, Vice Chairman McLawhorn, Commissioners Ward, Johnson, Ross and Garris toured county facilities.

Respectfully Submitted,

Patricia A. Staton  
Clerk to the Board