

**MINUTES OF A BOARD RETREAT
OF THE JACKSON COUNTY
BOARD OF COMMISSIONERS
HELD ON
JANUARY 21, 2014**

The Jackson County Board of Commissioners met in a Board Retreat on January 21, 2014, 8:30 am, North Carolina Center for Advancement of Teaching, 276 NCCAT Dr., Room 109, Cullowhee, North Carolina.

Present: W. J. Debnam, Chairman Doug Cody, Commissioner Charles Elders, Commissioner Mark Jones, Commissioner Vicki Greene, Commissioner	Chuck Wooten, County Manager Pat Parris, Clerk to Board J. K. Coward, County Attorney
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Chairman Debnam called the Retreat to order.

(1) PROPERTY REVALUATION 2016: Tabitha Ashe, Appraiser I, and Kevin Ford, Contract Consultant, presented an update of the revaluation process:

- Approximately 60% of the county has been routed.
- Field review of routed property is approximately 50% complete.
- Data entry of complete field work is 100% complete.
- The review process of completed work is approximately 65% complete.
- Filing and organization of all completed work is 100% complete.

• Recorded Deeds:

2008	2,329
2009	2,243
2010	2,205
2011	2,482
2012	2,482
2013	2,428

- The 2013 sales data analysis of recorded deeds is 100% complete
- 2013 Valid Sales by Type:

	Valid Sales	Market Ratio
Countywide	556	135.17%
Condo/Townhouse	23	143.18%
Commercial Improved	12	79.55%
Residential Improved	334	136.47%
Manufactured Housing	17	133.09%
Commercial Vacant	8	141.00%
Residential Vacant	166	142.33%

- Valid Sales by Township:

Township	Taxable Parcels	Valid Sales	Sales Price	Assessment	Market Ratio
Barkers Creek	2,073	23	\$ 3,047,000	\$ 4,250,040	139.48%
Canada	1,222	4	\$ 202,000	\$ 279,160	138.20%
Caney Fork	811	12	\$ 2,056,500	\$ 2,634,150	128.09%
Cashiers	6,592	164	\$ 71,611,000	\$102,289,300	142.84%
Cullowhee	2,400	33	\$ 8,291,500	\$ 9,107,330	109.84%
Dillsboro-Rural	1,086	12	\$ 14,766,000	\$ 11,052,060	74.85%
Dillsboro-City	158	5	\$ 736,000	\$ 1,069,030	145.25%
Greens Creek	1,259	17	\$ 2,786,000	\$ 3,281,590	117.79%
Hamburg	5,624	90	\$ 46,217,500	\$ 68,370,250	147.93%
Mountain	1,463	12	\$ 2,238,000	\$ 3,079,390	137.60%
Qualla	2,806	31	\$ 3,591,000	\$ 5,216,180	145.26%
River	1,418	13	\$ 2,503,500	\$ 4,655,880	185.97%
Savannah	1,749	15	\$ 1,785,000	\$ 2,097,400	117.50%
Scotts Creek	2,863	43	\$ 6,959,500	\$ 10,363,270	148.91%
Sylva-Rural	2,656	42	\$ 6,331,000	\$ 7,441,360	117.54%
Sylva-City	1,432	20	\$ 3,604,500	\$ 4,067,850	112.85%
Webster	1,646	20	\$ 4,064,000	\$ 5,844,220	126.94%
TOTAL	37,258	556	\$181,330,000	\$245,098,460	135.17%

- Valid Sales Compared to Previous Years:

	Valid Sales	Market Ratio
2009	444	111.57%
2010	442	119.80%
2011	413	131.46%
2012	406	134.82%
2013	556	135.17%

Darlene Fox, Finance Director, presented, for informational purposes, an updated Revaluation Budget Plan for the current and the next two fiscal years

Funding Under Updated Plan		
Year	Budget	
FY2013-14	\$ 333,334	
FY2014-15	\$ 333,333	
FY2015-16	\$ 333,333	
	\$ 1,000,000	
Current Balance		\$ 250,000
Remainder of Reserve to Budget		
Year		Budget
FY2013-14		\$ 83,334
FY2014-15		\$ 333,333
FY2015-16		\$ 333,333
Balance to updated plan		\$ 750,000
FY2014-2016		\$ 1,000,000

Consensus: A revised Revaluation Budget Plan to be presented for consideration at a future Board meeting.

(2) MOUNTAIN & HILLSIDE DEVELOPMENT ORDINANCE

AMENDMENTS: Gerald Green, Planning Director, stated the Planning Board approved proposed amendments to the Mountain and Hillside Development Ordinance. During the review process, the Planning Board considered steep slopes ordinances of other jurisdictions; heard from experts on the topics of landslides, water recharge, and hydrology; and directed staff to provide information addressing a variety of questions related to development on steep slopes. The more substantial proposed revisions are as follows:

- (a) Definition of “Protected Mountain Ridge” be revised as follows: *All mountain ridges whose elevation is at least 3,000 feet and whose elevation is 500 feet or more above the elevation of an adjacent valley floor.* (Revised definition now matches definition in NC and County Protected Mountain Ridge Ordinances.)
- (b) Revise threshold for application of ordinance standards from average slope of 30% to average slope of 35%.
- (c) Family subdivisions no longer exempt from requirements for verification of soil suitability, geotechnical analysis, and hydrology plan.
- (d) Soils report no longer required for subdivisions. Rather than requiring a soils report to be reviewed by the Planning Board and/or staff, the recommendation is for certification of soil stability/suitability by a registered professional engineer.
- (e) Delete requirement for a written general assessment of subdivisions.
- (f) Requirement for benching of cut and fill slopes greater than 20’ in vertical height required at 10’ intervals, unless design and construction certified by registered professional engineer
- (g) Delete density limits.
- (h) Formula for calculating average slope of property changed to formula used by Henderson, Watauga, Buncombe, and Polk Counties, and municipalities of Sylva, Waynesville, and Asheville.
- (i) Standards addressing grade, surface, and travelway width recommended for driveways exceeding 250’ in length. Cut and fill slopes resulting from construction of driveways to comply with standards for compaction, size, and benching unless designed and certified by registered professional engineer. (Board felt this addressed safety of driveways)
- (j) Disturbed area limits be revised from 10,000 SF for single family homes to the following for any use:

Existing Slope	Maximum Area of Site Disturbed
35% - 39%	20%
40% -44%	15%
45%+	10%

- (k) The impervious surface limit (not including driveways) be revised from 6,000 SF for single family homes to the following for any use:

Land Use	Lot Size	Maximum Allowable Impervious Surface
Any	¼ - 1.0 acres	7,000 SF
Any	1.01 – 2.0 acres	10,000 SF
Any	2.01 – 5.0 acres	12,000 SF
Any	5.01 – 10 acres	14,000 SF
Any	10+ acres	15,000 SF

- (l) Revise height limit for buildings on ridges as follows: The height of any building shall not extend more than 35’ above the crest of any protected mountain ridge, as that term is defined herein, on which said building is constructed. (Standard matches those in the Mountain Ridge Protection Ordinance)
- (m) Building pads exceeding 1500 SF in area be compacted and that cut and fill slopes created in the process of providing the building pad meet the compaction, benching, and height requirements set forth in the ordinance. (These standards assured safety of the building pad and thus the structure.)
- (n) The top of cut banks be set back 5’ from property line and that toe of fill slopes be set back 10’ from property lines.

(o) Delete recommendations in Section 18. (As recommendations, these provisions cannot be enforced and are confusing to people who may think they are mandatory. The recommendations to be placed in a best practices manual that would be widely distributed in the County.)

(p) Revise Sections 25.7 and 25.8 to reference the standard County ordinance addressing penalties for violation.

Consensus: *Place issue on regular meeting agenda for the purpose of scheduling a public hearing.*

(3) US441 DEVELOPMENT ORDINANCE: Gerald Green, Planning Director, stated the Planning Board approved proposed amendments to the US441 Development Ordinance and zoning map as proposed by the 441 Planning Council. The amendments primarily address standards for commercial and institutional development by revising the standards in the commercial and institutional districts. The recommended amendments to the ordinance include:

(a) Revision of the Gateway Corridor standards to better reflect the context of the area by permitting new development in context with existing development patterns (limited parking in front, reasonable setbacks);

(b) Revision of the Village Center standards to permit the development of larger shopping areas that provides opportunities for regional stores;

(c) Revision of the landscape and sign standards to preserve the natural aesthetics of the corridor while providing for adequate signage for businesses;

(d) Revision of sign standards to reflect the auto-oriented nature of the corridor;

(e) Revision of the residential standards to reduce the 5 acre minimum lot size to a 1 acre minimum lot size.

The zoning map has been revised to reflect the existing and proposed use of properties. Revision of the map was guided by comments from property owners and the goal of accommodating the current use of the property. While the current zoning map denotes a strip of commercial area along US441, the proposed map provides a more varied zoning template for the corridor. Existing small businesses are zoned to permit their continued conforming use, opportunities are provided for new small businesses, a large area is designated Village Center, institutional uses are assigned institutional zoning, and residential uses are designated with residential zoning.

Consensus: *Place issue on regular meeting agenda for the purpose of scheduling a public hearing.*

(4) CULLOWHEE PLANNING COMMITTEE: Gerald Green, Planning Director, stated that the Cullowhee Community Planning Advisory Committee was formed to consider the need to pursue community based planning for the Cullowhee community. Community based planning is authorized by NCGS 153A-342. The legislation establishes standards for the planning area:

- Minimum of 640 acres
- At least 10 separate parcels
- At least 10 separate owners

The committee has met monthly since August to carry out the following tasks:

- Determine whether planning is needed in the Cullowhee community.
- Recommend the boundaries of the Cullowhee planning area.
- Determine if development standards are needed for the Cullowhee planning area and, if so, to recommend appropriate development standards.
- Solicit and incorporate community input into their recommendations.

The committee reviewed the initial draft planning area map and recommended revising it to include an area to the southeast of the initial planning area. The added area is located in a bend of the Tuckasee River across the river from the proposed site of the Cullowhee River Club residential development. This area includes the Candlewood Road properties among others and increases the total number of properties within the planning area to approximately 500.

The committee has taken an initial step toward advocating development standards through their recommendation that certain development standards be applied to apartment developments. The recommendation of the committee was that the definition of subdivisions be revised to identify a major subdivision as the development of a property for 8 or more lots or for 3 or more buildings and/or 60 or more bedrooms. This revision, if approved, would subject developments meeting this definition to review by the Planning Board to assure compliance with minimum road and infrastructure standards. The advisory committee plans to have its final recommendations submitted to the Planning Board this spring.

(5) WESTERN CAROLINA UNIVERSITY MASTER PLAN: Melissa Wargo, Asst. Vice Chancellor for Planning, presented the master plan and conceptual drawings of the campus after the various phases of the plan are completed. The plan was designed to closely link physical facilities of the university, including future construction and renovation, to goals of its approved strategic plan. The plan is based on enrollment projection that anticipates more than 11,000 students by 2023 and the need for approximately 486,000 gross square feet of additional interior space to accommodate the needs of those students. Currently about 7,800 students of the total enrollment of 10,107 live and study in Cullowhee. Highlights of the master plan include:

- Construction of a new science building of approximately 130,000 sq. ft. that would replace the existing science building and create a “science quad” by incorporating renovations to the existing Stillwell Building.
- Construction of a new building for the College of Business and additions to the existing Forsyth Building.
- Consolidation of programs in the College of Fine and Performing Arts to new and existing space near the Bardo Fine and Performing Arts Center.
- Enhancing pedestrian connectivity across campus, especially between the academic center of
- Additional revitalization of the historic hill area of campus, including improvements to transportation flow and new residence hall and dining space for 300 additional students.
- Creation of a new main entrance to campus on Hwy. 107 that links the traditional campus with the new West Campus, with a new visitor center and enhanced public parking for visitors attending fine arts, athletics and entertainment events at the Bardo Arts Center, Ramsey Center and athletic fields.
- Phased development of two buildings for private/public partnerships adjacent to the Health and Human Sciences Buildings on the West Campus while reserving steeply sloped land as an environmental preserve.
- Enhancing views of and recreational opportunities along Cullowhee Creek as it flows through campus by removing invasive vegetation and using existing green space in the flood plain of the creek for creation and athletic fields.
- Improvements to athletic facilities including a new field house, indoor practice facility and enhanced stands a new press box on the west side of Whitmire Stadium.
- A possible mixed-use facility featuring dining and retail space on the ground floor and residential space on upper levels.

(6) TOURISM DEVELOPMENT AUTHORITY: Robert Jumper, Chairman, reported:

(a) Marketing Plan Overview:

- Bring “Play On” brand imagining to life through an integrated marketing strategy.
- Support that brand extension through research and testing.
- Create awareness and desire to explore and fall in love with Jackson County.
- Generate conversations, contacts, inquiries and leads for stakeholders.
- Establish metrics for success.
- Build sustainable value in Jackson County’s TDA through the above.

(b) Building on Success:

- The measures that were put in place at the beginning of the fiscal year have continued to grow Jackson County tourism.
- The Board of Directors has been diligently researching and debating best next steps.
- Requests for proposal netted quality marketing firms to consider.
- A strategic marketing plan has been created for the County.

(c) TDA Execution Plan:

- To continue development of the “new” brand and aggressively market Jackson County.
- Allow experienced marketing firm to familiarize itself with the many unique attractors that Jackson has to offer.
- Allow an experienced public relations firm to provide PR support that meets or exceeds previous efforts for the County.
- Bring the personal and familiar expertise to our social media efforts that are needed for successful expansion of our internet marketing efforts.
- To prepare for the FY2015 tourism initiatives.

(d) Guiding Strategies:

- Total transparency.
- Lean on continued research to confirm that our guests believe what we believe.
- Total integration of all marketing channels, ensuring cross-promotion of messaging and those products/assets.
- Strategic channel applications and integration=total engagement.
- Passionate development of a true “brand tribe” who will be our evangelists.
- Communicate as if we are speaking to each individual’s interest.
- Be fluid as trends develop.
- Build a powerful reporting matrix.

(e) Marketing Agencies: During January 2014, three agencies were hired to market Jackson County: The Brandon Agency of South Carolina, Pineapple Public Relations of Atlanta and Innsights Internet Marketing of Whittier. The Brandon Agency will develop the overall strategy.

(7) PERSONNEL POLICY: Danielle Wittekind, Human Resources Director, reported that over several months she and a staff work group reviewed and identified policies that needed to be revised or rewritten for clarity/interpretation. The proposed amendments include:

(a) Article I: Organization of the Human Resources System

- Addition or disclaimer not a complete/exhaustive set of policies
- How to access most current copy
- Permanent/probationary employee definition
- Added employee responsibilities

- (b) Article II: The Position Classification Plan.
 - Added language for requirement of PD118 signed by county manager for administration of positions for SPA subject positions.
- (c) Article III: The Pay Plan:
 - Salary approvals by county manager rather than Board of Commissioners
 - Compensatory time: request change in requirement of use before other leave types
 - Salary adjustments: document retro payment limited to fiscal year
- (d) Article IV: Recruitment and Selection
 - Name change of ESC throughout document
 - Posting information
 - Applicant tracking
 - Residency requirement for Dept. Heads
 - Interviews-qualified pool
 - County Manager/Board of Commissioners language update in appointments, promotions and transfers
 - Starting salary according to pay plan – minimum of range unless otherwise approved
 - Transfer – probationary period
- (e) Article V: Conditions of Employment
 - Unlawful workplace harassment
 - Addition of workplace violence – use of background checks, ID badges, inappropriate behavior, etc.
 - Addition of firearms in the workplace
 - Mileage reimbursement – prevailing rate
 - Meals reimbursement – rates
 - Drug free workplace, addition to match stand alone policy
 - ADA language
 - 1-9/E-verify language
- (f) Article VI: Holidays & Leave
 - Christmas holiday – 3 holidays at Christmas to follow state
 - Annual/sick leave accrual tables
 - Use of sick leave
 - Leave advancements – county manager approval
 - FMLA – eligible military service member language (26 weeks)
 - LWOP – county manger approval
 - Compensatory leave
 - Funeral leave
 - Uninterrupted leave
- (g) Article VII: Employee Benefits
 - Eligibility for hospitalization insurance
 - Death benefit language
- (h) Article VIII: Separation, Disciplinary Action, Reinstatement
 - Separation of resignation and retirement
 - Dismissal language – county manager
 - Examples of unsatisfactory job performance
 - Reinstatement of leave language
- (i) Article IX: Grievance Procedures
 - Establishment of personnel board on an as needed basis
 - Personnel board composition
- (j) Article X: Personnel Records
 - No changes

Other Policies to be Revised or Developed:

- Vehicle use
- Workers compensation
- Social media
- Reduction in force
- On call/holiday pay
- Shared leave
- IT appropriate use
- Others as the county deems necessary or appropriate

Consensus: *Discussions to continue in future work sessions with the possibility of a revised policy being adopted by July 1.*

(8) BOARD OF ELECTIONS: Cindy Thompson, Board of Elections Chairperson, stated that the changes implemented by House Bill 589 will add a significant amount of time necessary to comply with the new regulations. She requested adding one fulltime Election Specialist position beginning in February or March of 2014 to allow for training prior to the 2014 primary and precinct training. The Board of Elections supports the staffing request. On an annual basis, the position would increase the overall budget by \$38,126.87 as the need for part-time labor would continue at the same rate it has been in previous years and the addition of this position would not be offset by a reduction in part-time or contracted labor. Based on the FY 13-14 Budget, 50% would be absorbed in the current Board of Elections budget by using \$8,072.83 from contracted services, leaving approximately \$8,072.83 from the general fund to support the position from February - June 2014. A job description for the position was presented.

Consensus: *Add issue to the February 3 regular meeting agenda for consideration.*

(9) ECONOMIC DEVELOPMENT: Rich Price, Director, reported that he has met with local business owners, governmental and educational leaders, Business & Industry Advisory Committee, Airport Authority, Tourism Development Authority, and the Jackson and Cashiers Chambers of Commerce establishing relationships. He has also met with the NC Dept. of Commerce, Advantage West, Southwestern Commission Region A, Mountain West Alliance, TWSA, Duke Energy, PSNC Energy, BalsamWest, and NC Workforce Solution. In addition, he has met counterparts in Macon and Haywood County to leverage their experience and knowledge.

CURRENT PROJECTS:

(a) County Property/Building Inventory:

- Data continues to be gathered
- Working with Permitting and Code Enforcement to document all relevant site information (infrastructure, zoning & ordinances, etc.)
- Working with Mapping to develop appropriate overlays, including:
 - TWSA
 - Color-coded county property & buildings
 - Color-coded privately held property that is for sale, or suitable for development

(b) Mountain West Alliance:

- Developing a comprehensive regional marketing plan for concerted economic development
- Promoting regional assets and “quality of place” theme

(c) Smoky Mountain Agricultural Development Site (Drexel/Clearwood Property):

- Partnering with Southwestern Commission, , Department of Agriculture, Jackson/Swain Cooperative Extension, County Planning, & Southwestern NC Resource Conservation & Development Council
- Repurposing the facility for mixed-use, to include agricultural, retail, business development, and tourism/recreational components
- Project can be beneficial to the entire Southwestern Mountain Region
- Developing a Phase 1 Site and Building assessment
- Begun discussions with potential funding sources for both planning and project work

(d) Downtown Sylva FAM Event:

- Partnering with Planning Department, Sylva downtown merchants, real estate and business brokers.
- Event will target perspective business owners/clients to promote business opportunities within downtown Sylva
- Friday prior to Greening Up the Mountains

UPCOMING PROJECTS & INITIATIVES:

- Focus on Tuckasee Mills site
- North Carolina Economic Development Association.
- Certified Entrepreneurial Community Application & Leadership Team
- Business recruitment strategy
- Continuing education through School of Government.
- NC Rural Economic Development Institute

(10) PARTNERSHIPS WITH EBCI, MUNICIPALITIES, TWSA:

(a) **EBCI:** Establish a date for a second joint meeting between the Commissioners and EBCI hosted by the County. If possible, incorporate the ribbon cutting/dedication of recent improvements to Judaculla Rock as part of the agenda. Other items for discussion could include a review of the proposed improvements/amendments to the US441 Corridor Ordinance and the proposed improvements to lighting and sidewalks along the US441 corridor to address pedestrian safety issues.

Consensus: *Mr. Wooten will work with the EBCI for a mutually agreeable date, possibly in March, and a mutually agreeable agenda to include a dedication of Judaculla Rock.*

(b) **Municipalities:** At a minimum, re-establish an agreement to hold an annual or semi-annual joint meeting between local elected officials to review common topics of interest and to develop any legislative proposals that should be submitted on behalf of all local governments in the County. The Chairman and Mayors could establish an agenda to guide the meeting discussion. Topics of interest might include an update on the 2016 revaluation, economic development, travel and tourism, infrastructure needs within the various communities, transportation plan, etc.

Consensus: *Schedule joint meeting on March 3rd at 6:00 p.m. at the Justice Center.*

(c) Tuckaseegee Water and Sewer Authority: During the first six months of 2014, consider a meeting with the TWSA Board and Executive Director to discuss common topics of interest. Over the past several months, the Commissioners have discussed the long term viability of the Whittier Sewer System, the need to transfer the Cashiers well and related water system to TWSA, the possibility of establishing a joint water-sewer extension agreement, and the plans for expanding waste water treatment facilities in southern Jackson County. Presently, TWSA holds an annual meeting where all forming entities are invited to attend; however, that meeting provides an overall update on TWSA while this meeting should focus on the water/sewer needs throughout the County. This meeting could include the municipalities who are partners in the formation of TWSA or could focus on areas outside of the municipalities.

Consensus: *Mr. Wooten will work with TWSA to schedule a mutually agreeable date.*

(d) Community Meetings -2014. Over the past three years, Commissioner Meetings have been held in Cashiers, Little Canada, Caney Fork, Cullowhee, Savannah, Balsam, and Whittier.

Consensus: *During the spring, schedule a public hearing concerning amendments to the US441 Development Ordinance and regular meeting at Smokey Mountain Elementary School. During the fall, honor Chancellor Belcher's request and schedule a regular meeting on the WCU campus.*

(11) FIRE TAX, FUND BALANCE POLICY, TELEVISIONING COMMISSIONER MEETINGS: Mr. Wooten reported:

(a) Fire Tax: The fire departments are not unanimous in their position on this subject as three fire departments have expressed support, two have expressed opposition, and the remaining two have been neutral in their support of a fire tax, but believe the issue should be placed before the voters before a final decision is made. Without the full support or at least the support of the majority of departments moving this issue forward would probably not be in the best interest of the County. Based on this observation, it would appear this topic should be tabled for the foreseeable future. The majority of counties in North Carolina fund volunteer fire departments through a fire district tax; therefore, this topic will continue to be discussed as more counties adopt the fire tax model. To date, the County has been able to provide a level of funding for the volunteer fire departments that allow them to operate at a high level. This has been demonstrated through the improved insurance ratings that many of the departments have been able to obtain thus providing direct benefits to their citizens through homeowner insurance premium reductions. There are ongoing discussions among the fire departments about future needs that include full-time fire fighters, additional vehicles and equipment, and new capital facilities. The departments continue to explore opportunities to establish additional substations within their district in order to locate their equipment closer to the citizens they protect. The FY13-14 County budget provides \$1,472,644 in support of the fire departments. Capital facilities needs were identified by at least four departments that were not included in the current budget. These projects cannot be funded in future budgets without having an impact on the overall County tax rate.

Looking to the future, the fire departments should be engaged in conversations about their ideas for better utilizing the funds allocated to meet their needs. There are obvious differences in the level of activity among the departments yet the base allocations for operating funds are the same for all departments. Should these funds be reallocated by some methodology focused on levels of activity? As capital facility needs are identified should there be a standard level of support from the County rather than asking the Commissioners to determine the size and scope of future projects. If a petition for a fire tax is received from an individual fire department, how might that impact future allocations for fire departments?

Consensus: *Table the issue of a fire tax but continue a dialogue with the fire departments concerning finances.*

(b) **Fund Balance Policy:** The purpose of a policy would be to establish a minimum threshold that the County would maintain and not go below that threshold unless there were extenuating circumstances. If a minimum were established then funds above that minimum could be transferred to the capital reserve fund and utilized in addressing future capital needs of the County. The State mandates a minimum fund balance of 8% of the annual budget while the County's fund balance at the end of the last fiscal year was 35%. The average for similar sized North Carolina counties was 27% in 2012. The fund balance actual increased by \$940,736 during FY 12-13 and \$403,407 of this amount has been committed for improvements to the Community Services Building. Unless directed otherwise, he will continue to operate with an informal fund balance policy under which the Commissioners will consider whether to allocate funds from these reserves on a case by case basis.

Consensus: *Continue to operate with an informal fund balance policy and the Board will address considerations on a case-by-case basis.*

(c) **Televising Commissioner Meetings:** A proposal to establish a governmental channel with the current cable provider was submitted by the same firm that currently videos the Haywood County Commissioner meetings. It appears this proposal should be delayed until such time that the cable coverage is expanded within the County to include a greater per cent of the population. In addition, as internet coverage is expanded across the County, this topic may be reconsidered since providing access to a video copy of the meeting would be another outlet for distribution of this information. He will also investigate the funding sources to better understand how the County would qualify and any restriction that goes along with the funds.

Consensus: *Table the issue.*

(12) FY14-15 BUDGET CONSIDERATIONS, CAPITAL NEEDS, and CAPITAL UPDATES:

(a) Proposed FY 14-15 Budget Discussions:

- Tax Rate
- Employee Compensation
- Public Schools
- Southwestern Community College
- Fontana Regional Library
- Non-profits
- Volunteer Fire Departments and Rescue Squads
- Emergency Medical Services
- Social Services
- Health Department
- Elected Officials (Sheriff and Register of Deeds)
- Capital Construction Projects
- Fees and Charges
- Other

(b) Capital Updates:

- Complete construction projects at Smoky Mountain and Blue Ridge High Schools
- Complete renovations to Skyland Services Center
- Complete paving and drainage project for County Transit
- Complete Phase I of greenway and construction of pedestrian bridge
- Complete needs assessment project for Justice Center
- Select designer to work with Health Department in identifying most critical needs for the Community Services Center
- Bid and award construction contract for the 911 Call Center/Emergency Operations Center

(c) Possible Capital Projects during FY 14-15:

- Renovate interior of Cashiers Permitting Center to include accessibility and energy efficiency improvements.
- Continue the planning process for addressing court needs within the Justice Center
- Continue evaluating possible improvements to the Whittier property (former Drexel facility)
- Conduct a needs assessment of each county owned facility that identifies both short term and long term facility needs
- Evaluate the possibility of contracting for an energy audit of all County owned buildings including public schools and community colleges.
- Evaluate the prioritized recreation projects from the Recreation Advisory Committee.
- Continue developing parks and recreation facilities along the Tuckasegee River. This would include the identification of the projects to be completed with funds set aside by the Duke Energy as part of their rate case agreement and possible leasing of additional river facilities that have been or will be constructed by Duke Energy.
- Possible acquisition of property for an industrial site/park.

(13) OTHER COMMENTS:

Commissioner Greene commented on the following:

(a) School Resource Officers: When the school board requested four additional officers, the Sheriff's Dept. could not provide the number of incidents at any of the schools. There has been an effort to get the information which would help the Board to justify continuing a position at Smokey Mountain Elementary and potentially justify the need for another officer. Further, could additional things be done to the facilities that would make them safer? She prefers this as opposed to continuing the expense of SRO's. She recommended that the school board be requested to consider these issues in preparation of their proposed budget.

(b) Copying Charges for Public Documents: She asked if there is a county policy for making and/or charging for copies for the public. A lot of time and paper is spent by staff making copies. She suggested a review of the policies in the Register of Deeds, Permitting Office and Clerk of Court and ascertain if their policies or a variation thereof could be implemented in all county offices.

(c) Non-Profit Grant Applications: She requested that ARF have an opportunity to submit an application. Ms. Fox responded they have never applied.

Commissioner Jones inquired about information concerning the Macon/Jackson boundary issue. Mr. Wooten responded that it will be 12-18 months before any information will be available.

There being no further comments, Commissioner Elders moved that the Retreat be adjourned. Commissioner Jones seconded the Motion. Motion carried and the Retreat adjourned at 3:55 p.m.

Attested By:

Approved:

Patsy C. Parris, Clerk to Board

W. J. Debnam, Chairman