



Mid-Level Capital Projects



JACKSON COUNTY
EMERGENCY MANAGEMENT
1620 US 441 South (Physical)
401 Grindstaff Cove Rd (Mail)
Sylva, NC 28779
Phone: 828-586-7508
Fax: 828-631-2140

Dear Mr. Adams,

The Emergency Management office would like to propose a project to get a shed built in our lower parking lot. This is currently the fenced-in gravel area seen from US 441 S. This lot is not only used by emergency management but also used by the Jackson County Sheriff's Office. The main purpose of this shed would be to increase the longevity of our equipment by keeping it out of the weather.

Our office stores trailers and equipment that are used both in our daily operations and during emergency operations we also house trailers and equipment for the American Red Cross, North Carolina State Bureau of Investigation, North Carolina State Highway Patrol, The Mountain Area Healthcare Preparedness Coalition, and several State Emergency Management assets for DPR 9 such as the Mass Casualty Trailer, Companion Animal Mobile Equipment Trailer (CAMET), a light tower, a prime mover (F-550) and more.

With the addition of this shed, we could re-arrange our current enclosed building, allowing us more room to organize and properly store pandemic supplies. During the onset of the COVID-19 pandemic, this enclosed building has become a central location and classified as the County Receiving and Distribution Point (CRDP) for all of Jackson County's pandemic supplies, pushing our emergency management equipment into the weather.

The current gravel parking lot is approximately 135' x 90'. A 80' x 40' shed would be ideal for this project, this size allows for 6 bays, and is deep enough to store 2 small trailers or 1 long trailer in a bay. Additionally, an enclosed bay at the end would be a large benefit to store the more climate-sensitive equipment. There would be a need for some excavation to level the lot out before the shed could be installed properly. Overall this seems to be a cost-efficient option to maximize our current facility and increase the life of our equipment.

Thank You,
Todd Dillard
Emergency Management Director

February 14, 2022

Don Adams
Jackson County Manager
401 Grindstaff Cove Road, Suite A207
Sylva, NC 28779

One Page Request for Funding
RE: Additional Parking and Storage Space

The Request:

The Jackson County Department of Social Services would like to request funding to purchase a 10 X 10 or 10 X 8 storage building. A level slab may need to be built as the parking lot has a degree of slope.

The Jackson County Department of Social Services requests that the grassy track area adjacent to our parking lot be converted into additional parking places.

The Rationale:

The Jackson County Department of Social Services currently has custody of 65 children in our Child Welfare unit. We are also Legal Guardian of 29 adults. We often accumulate the belongings of these clients for various amounts of time. During the holiday month of December we often purchase gifts for all of our foster children and adults. We often have run out of storage space for these belongings and lacks secure space to store other people's items. In the past we have rented storage units which can become costly and burdensome to access. A storage building on-site is the best option to address this issue.

When the current office building of Jackson County DSS was built, there were 56 full-time employees. Our staff has not grown to over 70 not including county custodial staff and contract workers from other agencies such as the Guardian Ad Litem Program and DHHS Services for the Blind. We have 68 parking spots. 54 of those are designated for employee parking 2 of those are reserved for drivers with handicaps. 14 of those spaces are designated for the agency vehicles. 2 parking spaces would be occupied by the storage unit mentioned above as well. Converting the grassy walking area into additional parking would allow for ample parking for our employees.

Jackson County Public Works Department

Chad Parker, Director
Ira Jones, Grounds & Maintenance
Pete Thomasson, Solid Waste & Housekeeping
David Monteith, Garage



401 Grindstaff Cove Road
Sylva, North Carolina 28779
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Transfer Station Phone: (828) 586-7577
Fax (828) 631-1904

February 15, 2022

Mr. Don Adams,
County Manager
401 Grindstaff Cove Road
Sylva, NC 28779

Dear Mr. Adams,

The Public Works Department would like to propose and request a project to create additional storage area for various equipment and supplies for our department. As you know, Public Works Departments consists of Garage, Green Energy, Grounds, Housekeeping, Maintenance, and Solid Waste. Currently, additional Garage storage is not needed at this time and Green Energy storage has been developed through containers that are placed onsite at the Green Energy Park.

It has been determined that Grounds, Housekeeping and Maintenance is in need of storage for equipment and supplies. These departments store equipment and minimal amounts of supplies in our existing bays at the Skyland Services Center. This has caused storage items to encroach in areas that are generally use for working on equipment, projects and continually used materials. These areas have become very congested and in some cases we are have to place items outside. Also, additional storage would allow for buying some supplies in bulk for supply chain shortages and in most cases better pricing. Heated storage space is definitely lacking.

Grounds would use additional storage for mowing equipment, fertilizer, lime and ice melt. Housekeeping needs storage for florescent lightbulbs and battery recycling. These items are a result of replacement in County Buildings as well as our recycling efforts from citizens at our Staffed Recycling Centers. Maintenance will use additional space for lifts, welding machine, new lightbulbs for stock, HVAC filters, plumbing/electrical parts and small equipment (paint sprayers, paint supplies, pressure washers and generators). We also have a need to park vehicles in a heated space overnight especially in the winter months.

In conclusion, I would like to request a storage area of approximately ten thousand square feet (10,000 ft²). Thank you for your consideration for this need.

Sincerely,

A handwritten signature in black ink, appearing to read "Chad Parker", written in a cursive style.

Chad Parker
Public Works Director

Jackson County Sheriff's Office



Sheriff Chip L. Hall

399 Grindstaff Cove Road
Sylva, NC 28779
www.sheriff.jacksonnc.org

Office (828) 586-8901
Fax (828) 631-1113

14 February 2022

TO: MR. DON ADAMS, COUNTY MANAGER

FROM: SHERIFF CHIP HALL

**RE: OFF SITE ENCLOSED STORAGE FOR SHERIFF'S OFFICE
EQUIPMENT, VEHICLES, AND ASSETS**

Thank you for the opportunity to revisit the need to study storage options for the many specialized vehicles utilized by the Sheriff's Office in our mission to provide services for the citizens of Jackson County.

Currently the Sheriff's Office owns in excess of \$500,000 of specialty vehicles and equipment which we store at multiple locations across the county. We have graciously been allowed to place these vehicles indoors at the Emergency Management Offices, Qualla Fire Department, Cullowhee Fire Department, and Mark Watson Park (former county garage building). We have several flatbed trailers and enclosed trailers currently housed outdoors in the Sheriff's Office parking here at the Justice and Administration Center and Emergency Management offices.

Needless to say we have assets spread throughout the county. Developing a single facility to place these vehicles all in one place continues to be a priority. Having all of our assets stored together is beneficial from many standpoints, maintenance, access, security just to name a few. Most importantly an indoor storage facility for all our assets will add years of service life to these vehicle preventing them from having to be replaced prematurely at high cost to the county.

I have spoken with Mr. Todd Dillard about his proposal for covered storage at the Emergency Management Offices. In reviewing his proposal, I don't feel his site will allow for enough storage space to accommodate both the needs of Emergency Management and Sheriff's Office equipment. We need to look at separate facilities for both offices.

Looking at sites currently owned by Jackson County to either renovate an existing building of sufficient size to accommodate all our vehicles or constructing a storage building on land already owned by the county would be our best alternatives.

Jackson County Sheriff's Office



Sheriff Chip L. Hall

399 Grindstaff Cove Road
Sylva, NC 28779
www.sheriff.jacksonnc.org

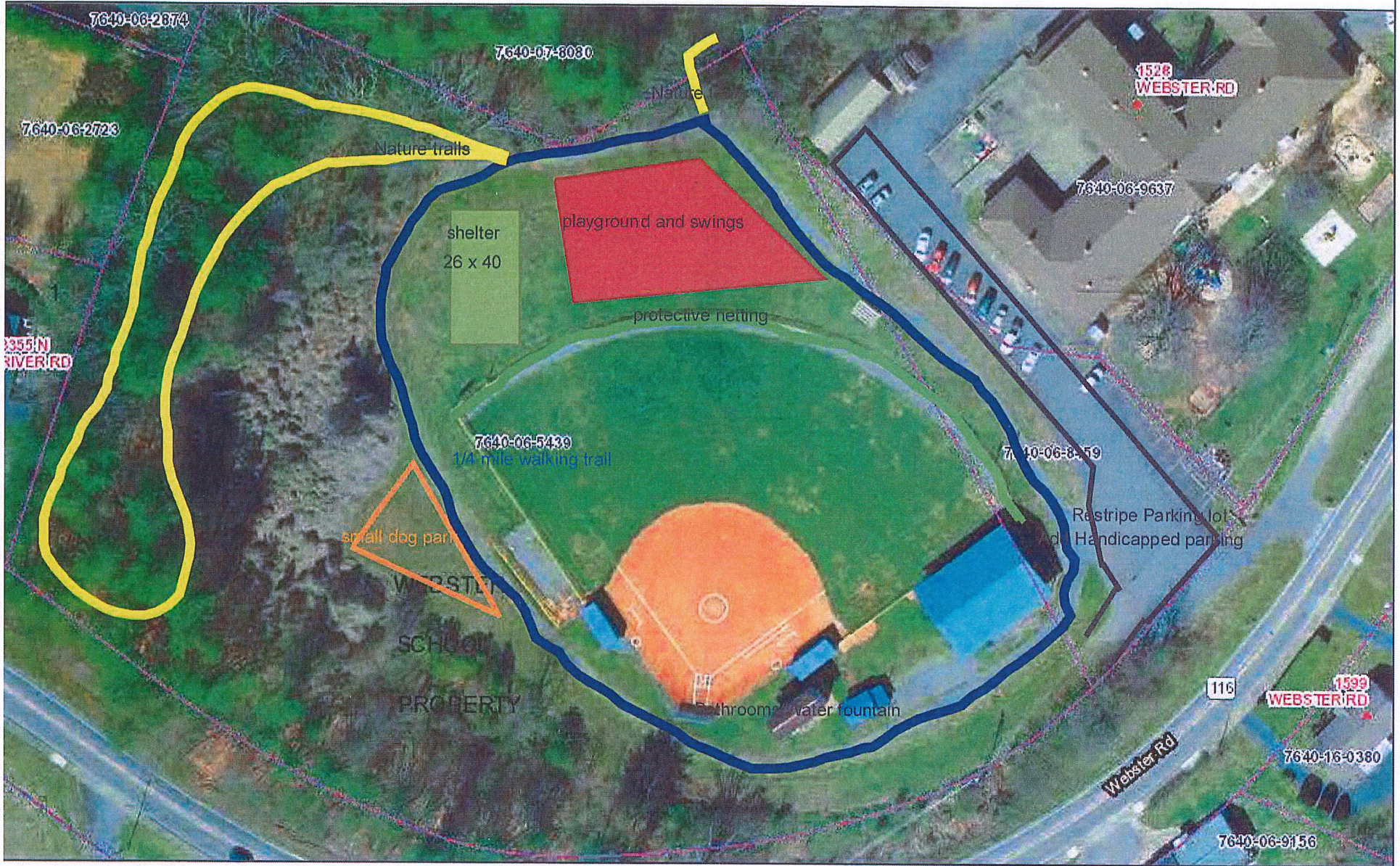
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Looking down the road the jail expansion project being studied currently will consume some of the areas of the Sheriff's Office we currently utilize for the impounding and storage of vehicles and property seized related to criminal cases. Making plans now to develop a site to replace our current impound lot with the jail expansion would be a proactive measure we need to consider.

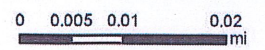
As you requested this is just a quick summary of my concerns. I look forward to discussing options to address the need for an enclosed storage facility for the Sheriff's Office in more detail soon.

CLH:mw

Webster park 4



- ▲ Address Points
- Hooks
- Parcels
- Centerlines
- Leader Line
- Parcel Lines**
- Lot Line
- Easement
- Subdivision ROW



WARNING: THIS IS NOT A SURVEY!
 This map is prepared for inventory of real property within Jackson County. It is compiled from recorded deeds, plats, and public data records. Users of this map are hereby notified that the aforementioned public information sources should be consulted for verification. Jackson County or any County representative assumes no legal responsibility for the content of this map.

Webster Community Park

The Jackson County Parks and Recreation Department has been working with the Town of Webster and the Jackson County Board of Education to create a community Park in the town of Webster. Tracey Rodes, Webster Mayor came to the January 20th Recreation Advisory Board meeting to present to the board their interest in creating this park. The board approved 5-0 in favor of moving forward this this project. I have spoken with Jake Buchanan, Assistant Superintendent and he is in favor of Jackson County leasing the property and creating a community park there.

Next steps:

Lease agreement from Jackson County to Jackson County Board of Education

All prices below are estimates

Playground (installed).....	\$50,000
Swings (installed)	\$ 6,000
Inclusive playground.....	\$120,000)?
Shelter (26 x 44) Installed.....	\$60,000
Picnic tables (6).....	\$ 6,500
Trash Cans (5).....	\$ 4,500
Pet Waste Stations (2).....	\$1,000
Water Fountain/Bottle Filler.....	\$2,500
Protective netting.....	\$7,500
Trail Screenings.....	\$1,000
Parking Lot Striping.....	\$2,000
Small Dog Park fencing.....	\$5,000?
Total.....	\$146,000?
Total (with Inclusive playground)	\$216,000?