

PASQUOTANK COUNTY, NORTH CAROLINA
April 3, 2017

The Pasquotank County Board of Commissioners met today in a budget work session on Monday, April 3, 2017 in the Community Room at the W.C. Witherspoon Memorial Library.

MEMBERS PRESENT: Cecil Perry, Chairman
Dr. William R. Sterritt, Vice-Chairman
Lloyd E. Griffin, III
Jeff Dixon
Joseph S. Winslow, Jr.
Frankie Meads
Bettie Parker (left at 3:35 PM)

MEMBERS ABSENT: None

OTHERS PRESENT: Rodney Bunch, County Manager
R. Michael Cox, County Attorney
Sheri Small, Finance Officer
Lynn Scott, Clerk to the Board

The work session was called to order at 3:00 PM by Chairman Cecil Perry.

1. BUDGET WORK SESSION:

Chairman Perry called on Interim President Kennon Briggs to present College of the Albemarle's proposed budget for 2017-18. He welcomed members of the COA Board of Trustees.

Mr. Briggs thanked the Board for the opportunity to speak with them today on behalf of his board of trustees, his amazing facility and staff, and the hardworking, ambitious students at College of the Albemarle.

He said he would like to talk about: 1) Allocations from the 2015 Connect NC Bond, 2) County funds for college maintenance and operating requirement, 3) Deferred Maintenance 5-year Plan, and 4) Status of 2016-17 county operating budget. He thanked the Board for their support.

Mr. Briggs said the State of North Carolina had a major bond referendum called Connect NC allocated to all community colleges. He stated that COA received \$6.6 million for purposes of capital improvements to the college. The proposed allocation includes a majority of the funds (\$3.6 million – 55%) allocated to the Elizabeth City Campus in Pasquotank County. This allocation includes \$1.8 million for Library renovations; \$1.3 million for construction of a new Vital Records & Operations facility to free up critical spaces for Trades programs such as Welding, Electrical and HVAC; and \$0.55 million for renovations to the Performing Arts Center Lobby. He said they see this investment of the state bond funds as a cost avoidance for the county commissioners.

He stated that the proposed allocation model also includes \$1.0 million for the Regional Aviation Campus in Currituck and \$1.5 million for consolidation of two campuses in Dare County. Both investments will provide much needed spaced at both campuses, leverage substantial county funds for facilities, and will free up instructional spaces in Elizabeth City.

Currituck County is in the process of designing a new Public Safety Center at the Aviation Campus site, and has offered both unique and shared spaces to COA for occupancy. The construction of a Public Safety Center will enable COA to re-locate its Public Safety (BLET, Fire, and EMS) training programs to the Currituck Campus. This project will enable COA to re-establish and expand high-demand Trades Programs.

Mr. Briggs noted that in Dare County, the situation is a bit different. COA owns a building on Russell Twiford Road (Twiford Campus), and occupies multiple buildings at the Roanoke Island/Manteo Campus on property owned by the County. Dare County and COA are planning to consolidate saving to the County \$125,000 per year. The new facility will be located on the Roanoke Island Campus on property owned by the County. The new facility will house state-of-

the art labs (Chemistry, Biology, Computer, CNA), multi-purpose and flexible classrooms, Library, Storage Facility and Administration Offices, Assessment and Testing Spaces, Student Spaces and other valuable work areas. The Professional Arts Building may be re-purposed. The Twiford Campus property will be given to the County.

Mr. Briggs said if all these allocation come to fruition, for every dollar of state investment they would leverage about \$2.72, which is a pretty good return on investment. He said they will hold approximately \$429,000 for contingency for cost overruns either in the Library Renovations or Vital Records and Operations Facility. He noted that the distribution of the bond money pretty closely matches the population, except in the case of Elizabeth City which receives two times more than the population.

Mr. Briggs stated that the maintenance and operating funds appropriated to COA by Pasquotank County for FY 2016-17 total \$1,500,000. In addition, they received about \$83,500 cumulatively from Camden, Gates, and Perquimans County and \$58,426 in State Funds for Campus Security. Other contributions total \$141,932. He said consistent with County operations, it is necessary to increase COA's budget for 2017-18 by \$160,094. This increase reflects increased service contracts, custodial and maintenance staffing, repairs and anticipated salary increases. He stated that the college has attempted to realign its budget for 2017-18 from expended line items to reduce as much of the anticipated increase as possible. He noted that COA does not carry a fund balance.

Mr. Briggs said COA is in desperate need of a multi-year commitment by the County to tackle a long list of deferred maintenance. This list includes Life Safety Code Improvements; protecting physical plant assets from further deterioration; renovations; additional staffing; motor vehicle replacement; and other costs. The College is in need of \$2.5 million over a five-year period to catch-up on its renovation and repair needs. He stated that this equates to an annual appropriation of \$500,000 per year. Currently, Pasquotank County appropriates approximately \$250,000 per year for roof replacements. He requested the county add an additional \$250,000 per year to enable the College to eliminate its backlog of deferred maintenance. He explained that painting, carpeting, replacing windows, and replacing rotten doors is about \$675,000 and finishing roofs will cost approximately \$590,000. He reminded the Board that COA has renovated the book store, student center, library, and the performing arts center without any County investment.

Mr. Briggs said the college is demonstrating its commitment to the County by expending the majority of its Connect NC bond funds to renovate existing and construct new spaces, to reduce the burden on the County. He stated that the College welcomes the additional funding by the County needed to protect life, provide safety, protect college assets, and renovate additional spaces.

Mr. Briggs stated that during FY 2016-17 COA has engaged in a number of necessary relocations, modifications, and preparations related to the Library "Knowledge Commons" renovation project, American Heart Association Relocations, Electrical and HVAC, Classrooms, and the establishment of the Elizabeth City Pasquotank County Public School System Early College High School. He said the College has incurred an additional cost of \$73,251 associated with these activities, beyond the funds available to accomplish the capital projects. He said the College seeks reimbursement for these additional expenditures.

In summary, he said the College of the Albemarle needs and requests the support of the Pasquotank County Commissioners and County Manager to provide modest increases in operating expenses and a five-year commitment in renovation and repair funding to provide adequate facilities to serve adult and high school students throughout the Albemarle Region. He stated that the Board of Trustees demonstrated its commitment to facilities by using the majority of State Bond funds at the Elizabeth City Campus to improve and enhance facilities. He summarized their 2017-18 budget request as follows:

Item	Current Funding	2017-18 Request	Increases
Maintenance & Operations	\$1,500,000	\$1,660,094	\$160,094
Renovation & Repairs	\$250,000	\$500,000	\$250,000 yr. for 5 yrs.
Relocation Cost Recovery 2016-17	-0-	\$73,251	\$73,251

Mr. Briggs answered questions from the Board. Chairman Perry thanked Mr. Briggs for the information he presented and for his service to the community.

Motion was made by Lloyd Griffin, seconded by Jeff Dixon to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 3:45 PM.

CHAIRMAN

CLERK TO THE BOARD