

Camden County Board of Commissioners
CIP Work Session
March 16th, 2015
6:00 P.M.
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The Camden County Board of Commissioners held a CIP Work Session on March 16th, 2015 in the Public Library, Camden, North Carolina. The following Commissioners were present:

Chairman Michael McLain, Vice Chair Sandra Duckwall
Commissioners Garry Meiggs, Clayton Riggs and Tom White;

Commissioner Clayton Riggs was not present.

Also attending were County Manager Michael Renshaw, Clerk to the Board Angela Wooten and Finance Officer Stephanie Humphries. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Planning Director Dan Porter, Public Works Director David Credle and Economic Director Charlie Bauman.

Board Work Session, 6:00 P.M.

Chairman Michael McLain called to order the March 16th, 2015 Board Work Session at 6:00 P.M.

CIP Overview

The Camden County Board of Commissioners adopted the county's first Capital Improvement Program in 2007. The County Manager Mike Renshaw states his goal is to enhance the current static document created in 2007 to more of a usable document that will ensure the county is in the best position 5 years from now.

County Capital Needs Discussion

Mr. Renshaw advises the board that within the next 3 to 5 years the county will exceed the current 100,000 GPD wastewater treatment capacity.

Public Works director David Credle states the county is currently pushing about 85,000 GPD on paper (35,000 GPD actual) with a maximum 100,000 GPD capacity wastewater treatment plant. "On paper" is a projected flow from the project engineer based on a state formula of 360 GPD for a 3 bedroom house. The county can apply for a variance to adjust the "On paper" GPD to represent the actual usage flow.

Planning Director Dan Porter gives an update on current residential and commercial development projects within the county.

Project Priority Review

Mr. Renshaw reviews the projects that are currently listed in the CIP and their priority level status. To simplify the discussion, he put together the following table using data from the current FY2015-2019 CIP document.

*Camden County CIP FY2015-2019
 Project Priority Listing*

| Priority Level | Cost Assumption | Est Cost | Est Cost County | Project |
|----------------|-----------------|-----------|-----------------|---------------------------------|
| 1 | | 1,171,000 | 1,171,000 | US 158 Sewer Service Expansion |
| 2 | | 649,400 | 649,400 | Enhance Wastewater Trtmt Plant |
| 2 | | 780,000 | 780,000 | Wastewater Ext-Camden Bus Park |
| 3 | | 1,300,000 | 1,300,000 | DSC Bike & Ped Completion |
| 2 | | TBD | | Construction of Well Site |
| 3 | 3,000,000 | TBD | 3,000,000 | Recreational & Community Center |
| 2 | 3,000,000 | TBD | 3,000,000 | Admin Complex |
| Active | | 665,000 | 85,000 | One Mill Community Park |
| 3 | 665,000 | TBD | 665,000 | South Mills Community Park |

There was an in depth discussion between the board members and staff regarding the county's current needs and how the projects should be prioritized. After much discussion, the board's general project priority consensus is;

| Project | Action |
|---|-----------|
| US 158 Sewer Service Expansion - <i>run through Belcross</i> | Keep as 1 |
| Enhance Wastewater Treatmentt Plant - <i>Completed</i> | Remove |
| Wastewater Ext-Camden Bus Park | |
| DSC Bike & Ped Completion | Remove |
| Construction of Well Site – <i>In Progress</i> | Remove |
| Rec & Comm Center – <i>possibly use old school if new school is built</i> | Remove |
| Admin Complex – <i>Space needs study</i> | |
| One Mill Community Park – <i>will be completed in June 2015</i> | Remove |
| South Mills Community Park | 2 |
| Camden Core WWTP | Add as 1 |
| South Mills Street Landscaping | Add as 2 |
| New High School | Add as 2 |

School Facilities/APFO

Dan Porter, Planning Director joined the discussion. As the county already has a 60 acre site for a new school, the next step toward a new school will be site preparation. Site preparation costs should be added into the Budget for Commissioners approval.

There was discussion pertaining to the maintenance of the land once cleared.

Current CIP - Debt service obligations

The County Manager Mike Renshaw and Finance Officer Stephanie Humphries led a discussion refreshing the board of current CIP debt service obligations.

- 1) Infrastructure
 - a. SCWSD carries most of the counties infrastructure debt
- 2) Facilities
 - a. Courthouse renovations
 - b. Noblett Property – School Site
- 3) Health & Safety
 - a. South Mills Fire department - BB&T Loan
 - b. Schools
 - c. Jail 19% actually belongs to Pasquotank

Long Term Debt Obligations

Non Debt=Jail debt

Total Debt \$14, 835,203

Even though the statues would allow the county to carry up to 8% of the ad valorem tax value, Camden’s debt limitation policy states 2% of the ad valorem tax value. According to the current county policy, that leaves \$5,527,000 available to fund these projects.

| | |
|---|--------------|
| Capital Reserve Fund (Facilities and Health & Safety) | \$3,908,000 |
| School Capital Reserve Fund | \$10,000,000 |
| Proprietary debt SCWSD | \$2,660,000 |

Capital Reserve Fund Balance Policy

- 1) Capital Funding Options
 - a. Must be spent on capital projects
 - b. Must update and approve a CFR Ordinance yearly
 - c. Can only change which capital project to allocate money to at that time

Proposed CIP Enhancement: Programmed Funding

Staff will amend the current CIP into 4 main categories

- Health & Safety (Sheriff, Fire & Rescue, Public Health/DSS)
- Infrastructure (Water & Sewer)
- Facilities (Offices, Parks, Service Bldgs.)
- Schools (K-12)

Camden’s 2007 policy states the county will maintain 25% of general operating funds in the reserve fund, making the fund almost \$6,000,000. Although the county is not obligated to this, staff does recommend we keep it.

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Next Steps

Staff will amend the current CIP document per the information discussed today. There will be a public hearing on June 16th, 2015, before the board approval.

Meeting Adjourned

At 7:45 P.M., Chairman McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.

Chairman McLain
Camden County Board of Commissioners

ATTEST:

Angela L. Wooten
Clerk to the Board