

Jaime Laughter

From: Jaime Laughter
Sent: Wednesday, October 29, 2014 6:58 PM
To: David Mcneill
Subject: Re:

I agree we need to gather that information to present to commissioners. Let me know when you have a sense of what the timeline for a presentation to them would be and we can also plan to share information ahead of time as part of my individual updates with them. Thanks!

Jaime

Sent using OWA for iPad

From: David Mcneill
Sent: Wednesday, October 29, 2014 2:07:13 PM
To: Jaime Laughter
Subject:

Hello Jaime,

Transylvania County has been working with Brevard Fire Department to examine properties within the Sylvan Valley 2 Fire District that are currently in a Class 10 Unprotected Insurance Classification. These properties are in the Williamson Creek and Glen Cannon area. During the 2014/2015 budget process, Brevard Fire requested the addition of a sub-station near the intersection of Williamson Creek Road and Wilson Road. This sub-station was not recommended by staff and/or the County Manager but County staff was instructed to investigate the need in conjunction with Brevard Fire. Additionally, County staff was asked to examine the current status of all Fire, Rescue and EMS services and complete a report to include recommended changes and future emergency services needs. Staff has met with all emergency departments and we are currently working on potential revisions to the fire service district maps that will position the County to ensure quality services to its citizens in the future.

During this process, County staff has been consistent in its position that a future fire substation in the southern portion of the current Sylvan Valley 2 District should include consideration of a combination Fire/EMS station. An EMS placement study completed in 2008 supports the future addition of an EMS base on HWY. 276 South near Island Ford Road.

While the process continues, County Emergency Services Staff became aware through the planning department that the building on Highway 276 South at the intersection of Wilson Road was potentially available. The business has outgrown the building and is looking to expand to another building within the County. In response, County staff has done the preliminary evaluation of the location to determine if a fire station in the area would eliminate the class 10 areas in the Glen Cannon and Williamson Creek area. It appears that this location will eliminate all the Class 10 areas and bring all properties in to at least a 9E Insurance Classification.

While we have not completed the report on fire and rescue services, it is evident that a substation in that general area will be needed to eliminate the Class 10 areas in Glen Canon and Williamson Creek. Given the fact that this building is available, we potentially have an opportunity to accomplish this at a lower cost

to the citizens within the district as compared to the cost estimates presented by Brevard Fire in the 2014/2015 Budget process. I do recommend that any agreement include a clearly defined disbursement of capital resources if future fire or rescue changes result in termination of the contractual arrangement with the City of Brevard for these services.

It should also be noted that Brevard intends to staff a substation with paid personnel. This will add additional cost if approved by the City of Brevard and the County.

This is also an opportunity to work with the City of Brevard to share the cost of the proposed substation or the County could elect to purchase the building utilizing Sylvan Valley 2 District Fire Tax Revenue and lease or allow a fire department to utilize the building as part of the Fire Protection Contract. I would like to discuss these options with you.

Brevard Fire Staff and the City Finance Director have visited the building and are supportive of this approach. The owner has indicated that he needs to move soon. I would recommend that we move forward to get a sales price, remodel cost, equipment cost and projected operations cost so we can put together a total project cost for consideration by the Commissioners. What are your thoughts?

Thanks David

Jaime Laughter

From: Jaime Laughter
Sent: Monday, January 05, 2015 10:33 AM
To: David Mcneill
Subject: RE: Conference Call

I think that sounds reasonable. Would we need to amend the request the commissioners already approved? If so, it would be best to get it on the agenda today.

Jaime

From: David Mcneill
Sent: Monday, January 05, 2015 10:24 AM
To: Jaime Laughter
Subject: FW: Conference Call

Hello Jaime,

I have been working with Rich Worley on the possible Fire/EMS station on Highway 276. The process identified a potential issue with the building on 276 at Wilson Road. The NC building code requires Emergency Services buildings to be a type 4 construction. Rich has determined that the building, as is, is not type 4 construction and would require modifications to meet the code requirements if the decision is made to purchase and retrofit it as a Fire/EMS sub-station. To determine the viability of this option, Rich suggest that we contract with Medlock and Associates Engineering for a feasibility study. Medlock is proposing to provide the following engineering information to Rich; Assessment of existing structure, preliminary analysis and recommendations for upgrades to meet type 4 construction, and budget numbers for structural upgrades and engineering to complete.

I realize that this is an additional \$3,200.00 and the outcome of the analysis may result in cost projections that could eliminate the building as an option. However, we have also been diligently looking at other alternative sites for a sub-station that meets the Fire and EMS needs in the area and we have not had any success locating available property that is not flood plain or mountain side. I have asked Medlock to provide a proposal and I recommend that we proceed with the proposal not to exceed \$3,200.00. I would recommend that we fund this from the Sylvan Valley 2 fire reserve as well.

What are your thoughts?

David

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Tuesday, December 23, 2014 11:13 AM
To: David Mcneill
Subject: FW: Conference Call

David,
Attached you will find Edward Medlock's proposal to the County for his feasibility study.

Hope you have a Merry Christmas and Happy New Year.
Rich

From: Edward Medlock [<mailto:emedlock@medlockengr.com>]
Sent: Tuesday, December 23, 2014 11:08 AM
To: 'Richard L. Worley'
Cc: kevin.shook@transylvaniacounty.org
Subject: RE: Conference Call

Gentlemen,

Please forward this e-mail to David McNeil.

It was nice discussing this with you yesterday.

Medlock & Associates Engineering proposes to provide a feasibility study for the existing structure to verify possible conversion of the structure to a fire department / emergency service center. We propose to provide these services for a fee of \$3,200. The fees include assessment of existing structure, preliminary analysis, and recommendations for upgrades. Also as a part of the feasibility study, we will provide budget numbers for possible required structural upgrades and for engineering required to complete upgrades.

Sincerely,

Edward K. Medlock, PE
Medlock & Associates Engineering, P.A.
53 Asheland Avenue, Suite 101
Asheville, NC 28801
Phone (828) 232-4448
e-mail: emedlock@medlockengr.com

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Friday, December 19, 2014 2:29 PM
To: emedlock@medlockengr.com
Subject: Conference Call

Edward,

The following information is for our conference call with Mr. David McNeill on Monday morning at 9:00 AM. **Let me know you have received this email.**

Gentlemen,

Concerning the conference call for Monday, dial 1-980-265-0687, the voice prompt will ask for the conference code (272092), no other dialing is necessary (ie. # or *). Your call will be placed into the call at that point.

Kevin R Shook, Communications Director/Addressing Coordinator
Emergency Management Coordinator
Transylvania County Emergency Services
Shipping : 155 Public Safety Way
Mailing : 21 E Main St
Brevard, NC 28712
Phone (828)884-3108 ext 2
Fax (828)862-8925
email kevin.shook@transylvaniacounty.org

email tcm3@citcom.net

Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126



No virus found in this message.

Checked by AVG - www.avg.com

Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

Jaime Laughter

From: Jaime Laughter
Sent: Monday, January 05, 2015 11:03 AM
To: Trisha Hogan;Gay Poor;David Mcneill
Subject: FW: Conference Call

I have just sent an email to Mike asking to add this to the agenda. FYI...

From: David Mcneill
Sent: Monday, January 05, 2015 11:00 AM
To: Jaime Laughter
Subject: RE: Conference Call

I believe we need to amend the request since I am recommending the funds come from the Sylvan Valley 2 reserve. Mr. Medlock has promised me a proposal by the end of the day. David

From: Jaime Laughter
Sent: Monday, January 05, 2015 10:33 AM
To: David Mcneill
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Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126



No virus found in this message.

Checked by AVG - www.avg.com

Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

Jaime Laughter

From: Jaime Laughter
Sent: Wednesday, January 07, 2015 4:20 PM
To: David Mcneill
Subject: RE: Water

Yes, the city is hoping to discuss that issue as part of their council retreat. Any information you feel comfortable sharing would be helpful. Would you like to schedule a time Tuesday to first talk about this with Larry and then we can discuss this issue right after?

Jaime

-----Original Message-----

From: David Mcneill
Sent: Wednesday, January 07, 2015 4:19 PM
To: Jaime Laughter; Larry Reece
Subject: RE: Water

I am available Tuesday. Jaime, I just got another email concerning a meeting with Joe Moore and Tuesday morning is one of the 3 dates given for that meeting. I actually think the 20th or 22nd would be better for that to give you and I an opportunity to discuss it prior to meeting. I am sure the discussion with Joe will include Sylvan Valley 2 district lines and potential changes, potential sub station and additional paid staffing for fire department.

Thanks David

-----Original Message-----

From: Jaime Laughter
Sent: Wednesday, January 07, 2015 3:59 PM
To: Larry Reece
Cc: David Mcneill
Subject: RE: Water

What would be a good time to meet for you and David to bring me up to speed? I could probably work something out for Tuesday if you both have availability.

Thanks!

Jaime

-----Original Message-----

From: Larry Reece
Sent: Wednesday, January 07, 2015 3:28 PM
To: Jaime Laughter
Cc: David Mcneill
Subject: FW: Water

Jaime,

This is the lady that owns the land next to the County's Maintenance Facility that floods during heavy rain events. Pictures as shown is nothing compared to photos I have on file. I have photos similar to Image4 showing water running under her son's home. Artie and I made a commitment to Cecelia that the County would address this issue but every attempt has been stopped for some reason. Since Artie has retired it would be nice if you could assure her again that we will continue to work with all the folks involved and hopefully find a workable solution to stop water from running off county property on to her. To be honest, I brought this issue up during design of the PSF but we were assured by the engineers that the SW level spreader being installed would not allow any more water to leave site than the original condition. During construction we learned quickly that was not true because the county repaired her drive several times and several times since then. Maintenance folks have done a good job of keeping an eye on her drive and making necessary repairs. So this issue has be ongoing for a few years. The county has paid several thousands of dollars for engineering to study and design several options but to no avail. Cecelia has been very patient with the county knowing we have made several attempts to fix the problem. She mention a possible law suit but as I said earlier she knew that the county has made a commitment to fix the problem. I know you have a lot on your plate, but when you have time... David and I would like to bring you up to date on the options and find a way to move this project forward. I believe Cecelia will continue to be patient if she thinks we are making progress but she is aware that the City of Brevard turndown our last option. The project has been put on hold since then.

-----Original Message-----

From: Cecelia Goodson [mailto:cgoodson@comporium.net]

Sent: Wednesday, January 07, 2015 2:21 PM

To: Larry Reece

Subject: Wat

Taken late Monday afternoon after weekend rain.

Jaime Laughter

From: Jaime Laughter
Sent: Thursday, January 08, 2015 8:13 AM
To: David Mcneill; Larry Reece
Subject: RE: Water

Let's plan to meet at 8:30 am Tuesday at David's office.

David- I will plan to stay and meet with you and Kevin.

Thanks!
Jaime

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Cc: David Mcneill
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Sent: Wednesday, January 07, 2015 2:21 PM

To: Larry Reece

Subject: Wat

Taken late Monday afternoon after weekend rain.

Jaime Laughter

From: Jaime Laughter
Sent: Wednesday, March 18, 2015 12:36 PM
To: David Mcneill
Subject: Fire/EMS Substation

David,

For the closed session on Monday night... Are you working on an agenda memo? If so, have you talked to Gay to have an idea on what sort of payments we would be looking at and what it would require as far as taxes out of Sylvan Valley II? I would want you to be involved in the closed session.

Thanks!

Jaime

Jaime Laughter

From: Jaime Laughter
Sent: Friday, March 20, 2015 1:59 PM
To: David Mcneill
Cc: Trisha Hogan
Subject: Re:

Looks good! Thanks!

Jaime

Sent from my iPhone

On Mar 20, 2015, at 1:45 PM, David Mcneill <David.McNeill@transylvaniacounty.org> wrote:

Hello Jaime,

I attached a draft agenda memo and cost information that should be considered. Gay is working on the financing piece. Please review and let me know what you think. David

<Fire and EMS Agenda Memo.docx>

<Sylvan Valley 2 Proposed Substation.docx>

Jaime Laughter

From: Jaime Laughter
Sent: Thursday, April 30, 2015 3:14 PM
To: David Mcneill
Subject: Fwd: Appraisal report and invoice
Attachments: 15-109 Report.pdf; ATT00001.htm; invoice 15-109.pdf; ATT00002.htm; signed W9.pdf; ATT00003.htm

David- here is the appraisal! I

Sent from my iPhone

Begin forwarded message:

From: "Rob McKown" <rmckownjr@gmail.com>
To: "Jaime Laughter" <jaime.laughter@transylvaniacounty.org>
Subject: Appraisal report and invoice

Good afternoon Jaime,
The following documents are attached with this email:

1. Appraisal report,
2. Invoice,
3. Signed W-9.

Thank you very much for asking me to do this work.

Respectfully,
Rob McKown

Rob McKown, MAI



4D Herman Avenue Ext.

Asheville, NC 28803

mobile 828.575.8644

www.robmckown.com

Jaime Laughter

From: Jaime Laughter
Sent: Friday, August 21, 2015 4:53 PM
To: David Mcneill
Subject: RE:

yes

From: David Mcneill
Sent: Friday, August 21, 2015 10:20 AM
To: Jaime Laughter
Subject:

Hello Jaime,

I wanted to give you a quick update on the search to locate a piece of property to house a Brevard Fire Substation and EMS Base. As you know, I was going to look into the property adjacent to the Automated Tool and Machine Property on Hwy. 276 near Wilson Road. After looking at this with Larry Reece, I do not believe it is an option. Larry informed me that he had worked with the property owner to get a new well installed on her property in the location that we were considering as a potential option. Given this and the fact that we are receiving RFPs for and Emergency Services Study and Plan, I would suggest that we hold off until the study is complete. Do you agree?

David McNeill

Jaime Laughter

From: Jaime Laughter
Sent: Wednesday, August 26, 2015 8:28 AM
To: David Mcneill;'Craig Budzinski'
Cc: 'Jim Fatland';'Bradley Elmore'
Subject: RE: 276 Substation

All I can say at this point is that negotiations have so far not been successful.

From: David Mcneill
Sent: Tuesday, August 25, 2015 10:37 AM
To: 'Craig Budzinski'
Cc: Jaime Laughter; 'Jim Fatland'; 'Bradley Elmore'
Subject: RE: 276 Substation

Craig,

The acquisition of property is a closed session item. I will defer to Jamie concerning the status of the property on Morris Road.

Thanks David

From: Craig Budzinski [<mailto:craig.budzinski@cityofbrevard.com>]
Sent: Tuesday, August 25, 2015 9:50 AM
To: David Mcneill
Cc: Jaime Laughter (jaime.laughter@transylvaniacounty.org); Jim Fatland; Bradley Elmore
Subject: 276 Substation

David,

Is there any word on a substation at the building on 276/Wilson Road or any other property?

Thanks
Craig

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

Brevard Fire Staff and the City Finance Director have visited the building and are supportive of this approach. The owner has indicated that he needs to move soon. I would recommend that we move forward to get a sales price, remodel cost, equipment cost and projected operations cost so we can put together a total project cost for consideration by the Commissioners. What are your thoughts?

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Jaime Laughter

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Sent: Wednesday, October 29, 2014 2:07 PM
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David McNeill

Jaime Laughter

From: David Mcneill
Sent: Wednesday, April 01, 2015 3:13 PM
To: Jaime Laughter
Subject: RE: PIN and address

PIN 8595-02-9712-000 1540 Greenville Hwy, Brevard NC 28712

From: Jaime Laughter [mailto:jaime.laughter@transylvaniacounty.org]
Sent: Wednesday, April 01, 2015 2:40 PM
To: David Mcneill
Subject: PIN and address

David,

Do you have the PIN and address for the 276 possible substation property?

Jaime

Jaime Laughter

From: David Mcneill
Sent: Friday, March 20, 2015 1:46 PM
To: Jaime Laughter
Attachments: Fire and EMS Agenda Memo.docx; Sylvan Valley 2 Proposed Substation.docx

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Jaime Laughter

From: David Mcneill
Sent: Thursday, March 12, 2015 3:12 PM
To: joe.moore@cityofbrevard.com
Cc: Jaime Laughter
Subject: Fire Study.North Transylvania District

Hello Joe,

I received a call from Chief Kilpatrick from North Transylvania Fire Department. Chief Kilpatrick was upset as a result of a meeting with Bradley Elmore. Chief Kilpatrick left that meeting with the understanding that the City of Brevard intended to block any option that would change the fire district line in a manner that reallocated any Sylvan Valley 2 District to North Transylvania Fire District. He also stated that Bradley told him that Brevard was going to take the North Transylvania District. As we discussed in the meeting last week, there are options to consider with respect to the North Transylvania District to ensure long term financial viability and quality services in that area. At your request I agreed that Brevard Fire would be looked at as an option as well. While I was not at the meeting with Bradley and Chief Kilpatrick, it is apparent that something was said that initiated the call that I received from the Chief. As we discussed, fire departments can be territorial when it comes to district lines and this process of exploring options must take this into consideration.

As we continue with this study, it would be more helpful if the City would communicate its plans and desires to County staff allow County staff to go through the process and make recommendations to the Manager and Commissioners. We have made significant progress communicating with the fire departments while sharing our thoughts and listening to input from the fire department stakeholders as well. Incidents that move departments to circle the wagons to use a metaphor, serves only to slow the process. As we discussed in the meeting, I would like to hear what Brevard is proposing concerning North Transylvania because I certainly want to present all viable options to the Board of Commissioners. However, I do not believe we have reached a point to approach departments with merger proposals. In the end, the Board of Commissioners will receive the information and potential options that positions the County to ensure quality fire and rescue services and they will provide direction concerning the option that they agree best serves the Citizens of Transylvania County.

Again, I was not present at the meeting. I did speak with Bradley and his interpretation of what was said differs from that of Chief Kilpatrick. In any case, it is probably best that meetings to discuss options for County Fire Districts be coordinated by County staff.

Thanks again for your time.

David McNeill

Jaime Laughter

From: David Mcneill
Sent: Monday, March 02, 2015 2:37 PM
To: Jaime Laughter
Cc: Larry Reece
Subject: FW: Probable Cost Report
Attachments: Binder022815.pdf

Hello Jaime, please see attached the proof copy of the probable cost report for the potential substation on Hwy. 276. Please review and let me know what questions you have prior to Mr. Worley finalizing the report. Thanks
David

From: Richard L. Worley [mailto:rworley@van-wingerden.com]
Sent: Saturday, February 28, 2015 9:28 AM
To: 'David McNeill'
Subject: Probable Cost Report

David,
Attached is the latest Proof Copy for your review and comment.
Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126



What would be a good time to meet for you and David to bring me up to speed? I could probably work something out for Tuesday if you both have availability.

Thanks!

Jaime

-----Original Message-----

From: Larry Reece
Sent: Wednesday, January 07, 2015 3:28 PM
To: Jaime Laughter
Cc: David Mcneill
Subject: FW: Water

Jaime,

This is the lady that owns the land next to the County's Maintenance Facility that floods during heavy rain events. Pictures as shown is nothing compared to photos I have on file. I have photos similar to Image4 showing water running under her son's home. Artie and I made a commitment to Cecelia that the County would address this issue but every attempt has been stopped for some reason. Since Artie has retired it would be nice if you could assure her again that we will continue to work with all the folks involved and hopefully find a workable solution to stop water from running off county property on to her. To be honest, I brought this issue up during design of the PSF but we were assured by the engineers that the SW level spreader being installed would not allow any more water to leave site than the original condition. During construction we learned quickly that was not true because the county repaired her drive several times and several times since then. Maintenance folks have done a good job of keeping an eye on her drive and making necessary repairs. So this issue has be ongoing for a few years. The county has paid several thousands of dollars for engineering to study and design several options but to no avail. Cecelia has been very patient with the county knowing we have made several attempts to fix the problem. She mention a possible law suit but as I said earlier she knew that the county has made a commitment to fix the problem. I know you have a lot on your plate, but when you have time... David and I would like to bring you up to date on the options and find a way to move this project forward. I believe Cecelia will continue to be patient if she thinks we are making progress but she is aware that the City of Brevard turndown our last option. The project has been put on hold since then.

-----Original Message-----

From: Cecelia Goodson [mailto:cgoodson@comporium.net]
Sent: Wednesday, January 07, 2015 2:21 PM
To: Larry Reece
Subject: Wat

Taken late Monday afternoon after weekend rain.

Jaime Laughter

From: David Mcneill
Sent: Thursday, January 08, 2015 8:40 AM
To: Larry Reece; Jaime Laughter
Subject: RE: Water

See you Tuesday at 8:30AM

-----Original Message-----

From: Larry Reece
Sent: Thursday, January 08, 2015 8:26 AM
To: Jaime Laughter; David Mcneill
Subject: RE: Water

Sounds good to me.
Larry

-----Original Message-----

From: Jaime Laughter
Sent: Thursday, January 08, 2015 8:13 AM
To: David Mcneill; Larry Reece
Subject: RE: Water

Let's plan to meet at 8:30 am Tuesday at David's office.

David- I will plan to stay and meet with you and Kevin.

Thanks!
Jaime

-----Original Message-----

From: David Mcneill
Sent: Wednesday, January 07, 2015 4:19 PM
To: Jaime Laughter; Larry Reece
Subject: RE: Water

I am available Tuesday. Jaime, I just got another email concerning a meeting with Joe Moore and Tuesday morning is one of the 3 dates given for that meeting. I actually think the 20th or 22nd would be better for that to give you and I an opportunity to discuss it prior to meeting. I am sure the discussion with Joe will include Sylvan Valley 2 district lines and potential changes, potential sub station and additional paid staffing for fire department.

Thanks David

-----Original Message-----

From: Jaime Laughter
Sent: Wednesday, January 07, 2015 3:59 PM
To: Larry Reece
Cc: David Mcneill
Subject: RE: Water

Jaime Laughter

From: David Mcneill
Sent: Wednesday, January 07, 2015 5:38 PM
To: Trisha Hogan
Cc: Jaime Laughter
Attachments: Engineer Proposal.pdf; Brevard Sub Station Study Engineer Analysis.docx

Information for meeting Monday. David

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Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

It was nice discussing this with you yesterday.

Medlock & Associates Engineering proposes to provide a feasibility study for the existing structure to verify possible conversion of the structure to a fire department / emergency service center. We propose to provide these services for a fee of \$3,200. The fees include assessment of existing structure, preliminary analysis, and recommendations for upgrades. Also as a part of the feasibility study, we will provide budget numbers for possible required structural upgrades and for engineering required to complete upgrades.

Sincerely,

Edward K. Medlock, PE
Medlock & Associates Engineering, P.A.
53 Asheland Avenue, Suite 101
Asheville, NC 28801
Phone (828) 232-4448
e-mail: emedlock@medlockengr.com

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Friday, December 19, 2014 2:29 PM
To: emedlock@medlockengr.com
Subject: Conference Call

Edward,

The following information is for our conference call with Mr. David McNeill on Monday morning at 9:00 AM. **Let me know you have received this email.**

Gentlemen,

Concerning the conference call for Monday, dial 1-980-265-0687, the voice prompt will ask for the conference code (272092), no other dialing is necessary (ie. # or *). Your call will be placed into the call at that point.

Kevin R Shook, Communications Director/Addressing Coordinator
Emergency Management Coordinator
Transylvania County Emergency Services
Shipping : 155 Public Safety Way
Mailing : 21 E Main St
Brevard, NC 28712
Phone (828)884-3108 ext 2
Fax (828)862-8925
email kevin.shook@transylvaniacounty.org
email tcem3@citcom.net

Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126

Jaime Laughter

From: David Mcneill
Sent: Monday, January 05, 2015 10:24 AM
To: Jaime Laughter
Subject: FW: Conference Call

Hello Jaime,

I have been working with Rich Worley on the possible Fire/EMS station on Highway 276. The process identified a potential issue with the building on 276 at Wilson Road. The NC building code requires Emergency Services buildings to be a type 4 construction. Rich has determined that the building, as is, is not type 4 construction and would require modifications to meet the code requirements if the decision is made to purchase and retrofit it as a Fire/EMS sub-station. To determine the viability of this option, Rich suggest that we contract with Medlock and Associates Engineering for a feasibility study. Medlock is proposing to provide the following engineering information to Rich; Assessment of existing structure, preliminary analysis and recommendations for upgrades to meet type 4 construction, and budget numbers for structural upgrades and engineering to complete.

I realize that this is an additional \$3,200.00 and the outcome of the analysis may result in cost projections that could eliminate the building as an option. However, we have also been diligently looking at other alternative sites for a sub-station that meets the Fire and EMS needs in the area and we have not had any success locating available property that is not flood plain or mountain side. I have asked Medlock to provide a proposal and I recommend that we proceed with the proposal not to exceed \$3,200.00. I would recommend that we fund this from the Sylvan Valley 2 fire reserve as well.

What are your thoughts?

David

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David,
Attached you will find Edward Medlock's proposal to the County for his feasibility study.

Hope you have a Merry Christmas and Happy New Year.
Rich

From: Edward Medlock [<mailto:emedlock@medlockengr.com>]
Sent: Tuesday, December 23, 2014 11:08 AM
To: 'Richard L. Worley'
Cc: kevin.shook@transylvaniacounty.org
Subject: RE: Conference Call

Gentlemen,

Please forward this e-mail to David McNeil.

Emergency Management Coordinator
Transylvania County Emergency Services
Shipping : 155 Public Safety Way
Mailing : 21 E Main St
Brevard, NC 28712
Phone (828)884-3108 ext 2
Fax (828)862-8925
email kevin.shook@transylvaniacounty.org
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Let me know if you have any questions.

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Kevin R Shook, Communications Director/Addressing Coordinator

Jaime Laughter

From: David Mcneill
Sent: Monday, January 05, 2015 11:00 AM
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Subject: RE: Conference Call

I believe we need to amend the request since I am recommending the funds come from the Sylvan Valley 2 reserve. Mr. Medlock has promised me a proposal by the end of the day. David

From: Jaime Laughter
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I think that sounds reasonable. Would we need to amend the request the commissioners already approved? If so, it would be best to get it on the agenda today.

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Thanks
Rich

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Edward,

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Gentlemen,

Are you OK if I add this to the agenda on consent or old business? I want to make sure we keep this study moving since there is a business owner waiting to make his move on the results.

Thanks!

Jaime

From: David Mcneill
Sent: Monday, January 05, 2015 11:00 AM
To: Jaime Laughter
Subject: RE: Conference Call

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What are your thoughts?

David

Jaime Laughter

From: Mike Hawkins
Sent: Monday, January 05, 2015 11:55 AM
To: Jaime Laughter
Subject: Re: Conference Call

Yes let's add to the agenda - this is good work from David and Rich W. - Mike

OPEN MEETINGS: This correspondence occurs in the sender's capacity as a member of the Transylvania County Board of Commissioners. Its contents come from the sender only, and do not imply any action or decision which must otherwise occur during an open meeting of the Board of Commissioners.

From: Jaime Laughter
Sent: Monday, January 5, 2015 11:02 AM
To: Mike Hawkins
Subject: FW: Conference Call

Jaime Laughter

From: Trisha Hogan
Sent: Thursday, November 20, 2014 3:22 PM
To: Gay Poor;David Mcneil;Jaime Laughter;rworley@van-wingerden.com
Subject: Sylvan Valley 2 Fire-EMS Substation

Good afternoon,

This email is to confirm action taken by the Board of Commissioners on 11/17/2014 with regards to the above noted subject. Commissioners approved staff's request to contract with Architect Rich Worley to evaluate a facility located at 1540 Greenville Hwy and determine if it meets the building code requirements and/or identify work that will be necessary for it to house a fire/EMS substation and compare the cost to acquiring property and new construction of a substation. This will give the Board of Commissioners and the City of Brevard a good budget number for consideration in the FY 2016 budget process. Once the study is complete, County staff will work with the City of Brevard to develop a total project cost including land, construction, equipment and ongoing operational costs associated with the proposed substation.

Funds to pay for Mr. Worley's services should come from the Sylvan Valley 2 fire tax reserve. Mr. Worley's proposal is an hourly contact not to exceed \$4,250.

Thanks,

Trisha Hogan
Clerk to the Board
101 South Broad Street
Brevard, NC 28712
(828) 884-3100 X103 Office
(828) 884-3119 Fax

Jaime Laughter

From: Mike Hawkins
Sent: Monday, November 10, 2014 4:50 PM
To: Jaime Laughter
Cc: Trisha Hogan
Subject: Re: Sub Station Construction Study

Jaime given that, let's move the Rec Dept items to the Dec 8 meeting unless there's a necessity for them to be on this agenda. Mike

OPEN MEETINGS: This correspondence occurs in the sender's capacity as a member of the Transylvania County Board of Commissioners. However, its contents come from the sender only, and do not imply any action or decision which must otherwise occur during an open meeting of the Board of Commissioners.

From: Jaime Laughter
Sent: Monday, November 10, 2014 11:35 AM
To: Mike Hawkins
Cc: Trisha Hogan
Subject: FW: Sub Station Construction Study

Here is more on the item being added by David. It is time sensitive in that the property owner is anxious to move his business and sell as far as the current build scenario.

Thanks!
Jaime

From: David Mcneill
Sent: Monday, November 10, 2014 11:30 AM
To: Trisha Hogan; Jaime Laughter
Subject: Sub Station Construction Study

Jaime and Trisha,

Please find attached the agenda memo, a proposal from Rich Worley and the reserve account information for Sylvan Valley 2 fire district. I would like to Commissioners to consider approving Richard Worley evaluating the new construction cost and a comparison to a current building that may be available.

Thanks David

Jaime Laughter

From: David Mcneill
Sent: Monday, November 10, 2014 11:30 AM
To: Trisha Hogan;Jaime Laughter
Subject: Sub Station Construction Study
Attachments: Brevard Sub Station Study.docx; MCNEILL 1.pdf; Sylvan Valley 2 Fire Reserve Account.pdf

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Thanks David

David McNeill

From: David McNeill <david.mcneill@transylvaniacounty.org>
Sent: Monday, March 2, 2015 2:37 PM
To: 'Jaime Laughter'
Cc: 'larry.reece@transylvaniacounty.org'
Subject: FW: Probable Cost Report
Attachments: Binder022815.pdf

Hello Jaime, please see attached the proof copy of the probable cost report for the potential substation on Hwy. 276. Please review and let me know what questions you have prior to Mr. Worley finalizing the report. Thanks
David

From: Richard L. Worley [mailto:rworley@van-wingerden.com]
Sent: Saturday, February 28, 2015 9:28 AM
To: 'David McNeill'
Subject: Probable Cost Report

David,
Attached is the latest Proof Copy for your review and comment.
Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126

VAN WINGERDEN
GREENHOUSE COMPANY

Richard L. Worley, A.I.A.

Architect

4078 Haywood Road, Mills River, North Carolina 28759

Telephone: (828) 891-7389 Fax: (828) 891-5882

Feb. 27, 2015

Mr. David McNeill
Director, Emergency Services
Transylvania County
101 South Broad Street
Brevard, NC 28712

Email: david.mcneill@transylvaniacounty.org

RE: Report of Study for Existing/New Fire/Emergency Station

Dear David,

In accordance with your request the following report outlines the review of two possible options for a Fire/Emergency Sub-Station that would be located in the Hwy 276/Wilson Road section of Transylvania County (see attached exhibit "A"). One option includes an existing manufacturing facility that will require various renovation work and a new addition for an Ambulance Bay. The other option is a complete new facility constructed on a new site (yet to be determined). This report provides a Preliminary Opinion of Probable Cost for each option.

The Opinion of Probable Cost contained in this report, with respect to the existing building, is the result of personal observations of existing building, discussions and documentation provided by the current Owner of the Manufacturing Facility, discussions and a report prepared by Medlock & Associates Engineering, P.A. for Transylvania County, discussions with potential contractors and program information provided by the end users of the proposed facility.

The Opinion of Probable Cost contained in this report, with respect to the proposed new facility, is the result of submitted program information provided by the end users, discussion with Mr. David McNeil, construction cost guides, discussions with potential contractors and review of current prices in our local market.

Option #1: Existing Building (renovation and addition)

The following Opinion of Probable Cost is based upon information noted above, the scope of work for the Renovation and Addition as outlined in Exhibit "B" and as indicated on the Schematic Plan noted as Exhibit "C". The preliminary Opinion of Probable Cost for this Option #1 is projected to range from \$332,000 to \$392,000. In addition, the A&E fees on this project would be approximately \$33,000 to \$38,000. **(The total projected Construction Cost with A&E fees would range between \$365,000 to \$430,000).**

Option #1 Note:

1. General observations of the existing facility have been made but a detailed study of all existing conditions related to all functional aspects of the building have not been made. Should this Option develop further a more exhaustive study should be made include Plumbing, Mechanical and Electrical issues to minimize unforeseen issues as much as is practical.

-
2. It is noted that the new addition (Ambulance Bay) represents a range between \$60,000 to \$68,000 of the projected cost noted above.
 3. It is important to note that the cost of purchasing the existing property has not been included with the cost noted above.

Option #2: New Building (located on site that is to be determined)

The following Opinion of Probable Cost is based upon information noted above and the preliminary scope of work for a New Building as outlined in Exhibit "D". The preliminary Opinion of Probable Cost for this Option #2 is projected to range from \$740,000 to \$780,000. In addition, the A&E fees would be approximately \$60,000 to \$64,000. **(The total projected Construction Cost with A&E fees would total in a range of \$800,000 to \$844,000).**

Option #2 Notes:

1. Grading, well and septic tank costs have been assumed at approximately \$45,000.
2. Road access, paving, culverts and storm drainage has been assumed to match the existing building Option #1.
3. It is important to note that since the location of the potential new site has not been determined, the land acquisition cost has not been included in the figures above.

In order to further evaluate the two Options it is obvious that the acquisition of the existing property as well as the possibility of locating and acquiring a yet to be determined site for a new facility is very important to a final decision. On the other hand, it would appear that if we assume an approximate purchase price for the existing facility at \$350,000, Option #1 is likely to be the most cost effective approach given the initial cost figures outlined above.

Thank you for the opportunity to be of assistance to Transylvania County by providing this report of Opinion of Probable Cost. If you have any questions or comments regarding this report please do not hesitate to contact me. As always, I appreciate your assistance and cooperation.

Sincerely,

Richard Lee Worley

Richard L. Worley, AIA
Architect

Richard L. Worley, A.I.A.
Architect

4078 Haywood Road, Mills River, North Carolina 28759

Telephone: (828) 891-7389 Fax: (828) 891-5882

EXHIBIT "B"

Transylvania County/Brevard
Emergency Services Sub-Station Facility
Renovation/Addition of Existing Building – Option #1

Feb. 27, 2015

Basic Proposed Spaces needs:

Space	Dimensions	Area
1. (1) Ambulance Bay	20' x 36'	720 SF
2. (3) Truck Bays (Includes 240 SF of storage and 80 SF of Mech. Space)	20' x 48' (3)	2880 SF
3. (2) Bunk Rooms	9' x 12' (2)	216 SF
4. (1) Break Room	15' x 13' (1)	195 SF
5. (1) Day Room	15' x 13' (1)	195 SF
6. (1) Waiting/Lobby	10' x 10' (1)	100 SF
7. Circulation	4' x 12' (1)	48 SF
8. (1) Unisex Toilet Rm (Admin)	8' x 10' (1)	80 SF
	Total	4434 SF

Scope of Work - Option #1 – Renovation/Addition of existing building:

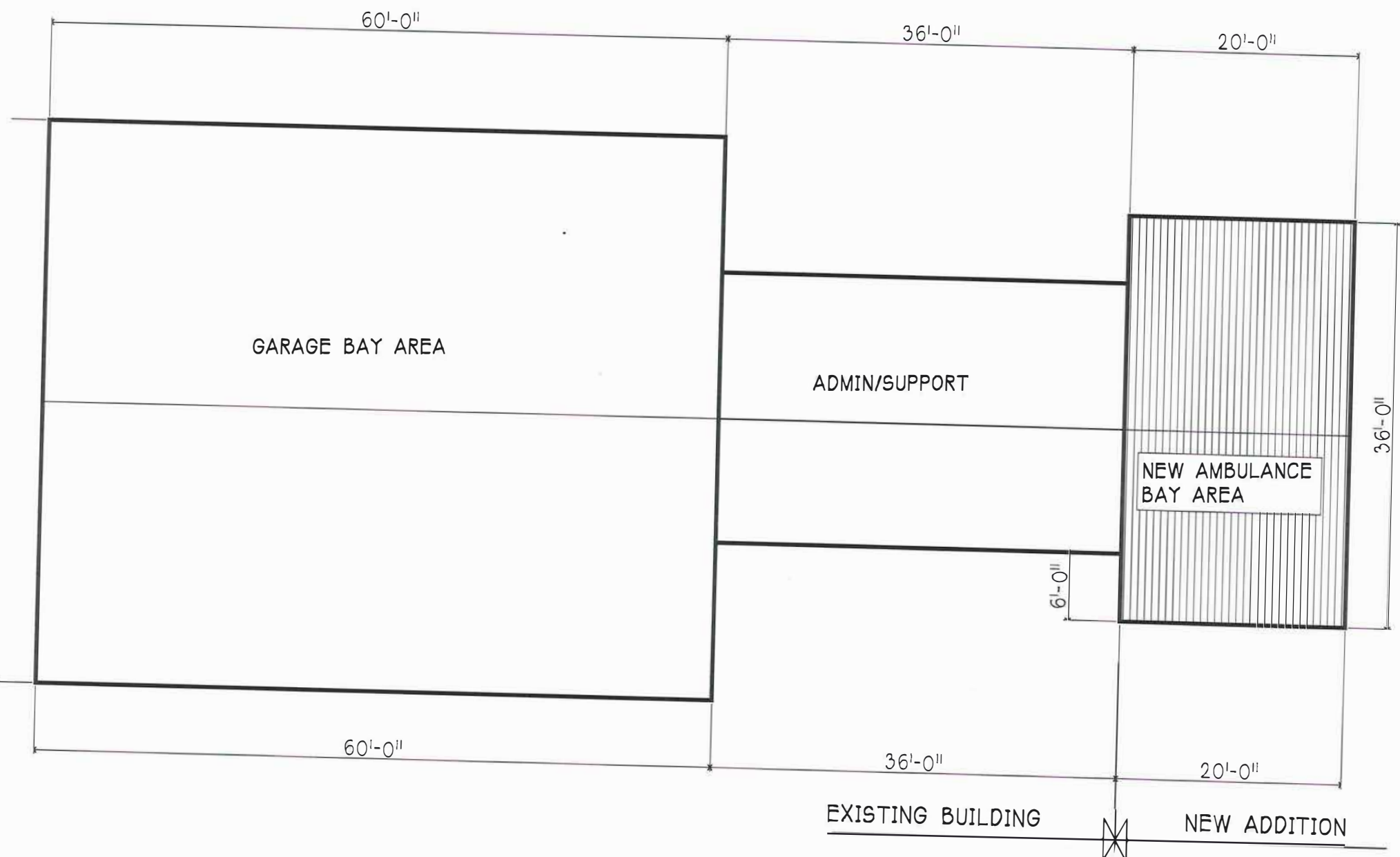
Interior Work

1. Floor: Provide new sections of reinforced concrete slab in main truck bays to support truck loading of 60,000 lb per vehicles with positive slope to new trench drain system. All truck bays and Ambulance Bay to have Epoxy Coated floor finish.
2. Provide for new 1hr rated fire partitions between all Administration/Support spaces and Truck/Ambulance Bays.
3. Facility to include Truck Ventilation System.
4. Interior wall/ceiling liner panels to be installed throughout all truck bays.
5. All truck bays to have vision panels.
6. Kitchen to include Kitchen Appliances (Refrigerator, Range/Oven, Dishwasher, Microwave).
7. Existing plan to be redesigned to include a shower in bath area.
8. Added additional interior rated fire door from Administration/Support spaces and Truck/Ambulance Bays.

-
9. Fire Alarm System.
 10. Wiring for Speakers/Radio/Lights coordinated with "Tone"
 11. Minor rework of Lighting/Outlets/etc. in Truck Bays
 12. Renovation of existing Office/Break Room/Restrooms to accommodate program requirements.
 13. Structural modifications to accommodate Occupancy Category IV.
 14. Accommodate NC requirements for Accessibility.

Exterior Work

1. Fill required for regarding and elimination of existing loading dock and to provide for accessible entrance and egress from the building.
2. Concrete Driveway is to be included for drives to truck bays.
3. Provide Asphalt Paving for general parking areas.
4. Landscaping
5. DOT Approval of Culvert and added traffic light.
6. Emergency Generator



20 30



PLAN VIEW

Richard L. Worley, A.I.A.

Architect

4078 Haywood Road, Mills River, North Carolina 28759

Telephone: (828) 891-7389 Fax: (828) 891-5882

EXHIBIT "D"

Transylvania County/Brevard

Feb. 27, 2015

Emergency Services Sub-Station Facility

New Building – Option #2

Basic Proposed Spaces needs:

Space	Dimensions	Area
1. (1) Ambulance Bay	20' x 36'	720 SF
2. (3) Truck Bays (Includes 240 SF of storage and 80 SF of Mech. Space)	20' x 48' (3)	2880 SF
3. (2) Bunk Rooms	10' x 12' (2)	240 SF
4. (1) Break Room	15' x 13' (1)	195 SF
5. (1) Day Room	15' x 13' (1)	195 SF
6. (1) Waiting/Lobby	10' x 10' (1)	100 SF
7. (2) Shower/Locker Rooms	12' x 10' (2)	240 SF
8. (2) Toilet Rm (Admin)	8' x 10' (2)	<u>160 SF</u>
	Total	4730 SF

Scope of Work - Option #2 – New building:

Interior Work

1. Floor: Provide new sections of reinforced concrete slab in main truck bays to support truck loading of 60,000 lb per vehicles with positive slope to new trench drain system. All truck bays and Ambulance Bay to have Epoxy Coated floor finish.
2. Provide for new 1hr rated fire partitions between all Administration/Support spaces and Truck/Ambulance Bays.
3. Facility to include Truck Ventilation System.
4. Interior wall/ceiling liner panels to be installed throughout all truck bays.
5. All truck bays to have vision panels.
6. Kitchen to include Kitchen Appliances (Refrigerator, Range/Oven, Dishwasher, Microwave).
7. Fire Alarm System.
8. Wiring for Speakers/Radio/Lights coordinated with "Tone"

-
9. Accommodate NC requirements for Accessibility.

Exterior Work

1. Assumed grading for Site yet to be determined.
2. Concrete Driveway is to be included for drives to truck bays.
3. Provide Asphalt Paving for general parking areas.
4. Landscaping
5. DOT Approval of Culvert and added traffic light as required.
6. Emergency Generator

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Wednesday, August 26, 2015 8:28 AM
To: David McNeill; 'Craig Budzinski'
Cc: 'Jim Fatland'; 'Bradley Elmore'
Subject: RE: 276 Substation

All I can say at this point is that negotiations have so far not been successful.

From: David McNeill
Sent: Tuesday, August 25, 2015 10:37 AM
To: 'Craig Budzinski'
Cc: Jaime Laughter; 'Jim Fatland'; 'Bradley Elmore'
Subject: RE: 276 Substation

Craig,

The acquisition of property is a closed session item. I will defer to Jamie concerning the status of the property on Morris Road.

Thanks David

From: Craig Budzinski [<mailto:craig.budzinski@cityofbrevard.com>]
Sent: Tuesday, August 25, 2015 9:50 AM
To: David McNeill
Cc: Jaime Laughter (jaime.laughter@transylvaniacounty.org); Jim Fatland; Bradley Elmore
Subject: 276 Substation

David,

Is there any word on a substation at the building on 276/Wilson Road or any other property?

Thanks
Craig

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Tuesday, August 25, 2015 9:50 AM
To: David Mcneill
Cc: Jaime Laughter (jaime.laughter@transylvaniacounty.org); Jim Fatland; Bradley Elmore
Subject: 276 Substation

David,

Is there any word on a substation at the building on 276/Wilson Road or any other property?

Thanks
Craig

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Monday, June 22, 2015 3:29 PM
To: David McNeill
Subject: RE: Fire/EMS study discussion

It is tomorrow at 8:30 here.

From: David McNeill
Sent: Monday, June 22, 2015 3:11 PM
To: Jaime Laughter
Subject: RE: Fire/EMS study discussion

The link or meeting date did not come through. David

From: Jaime Laughter [<mailto:jaime.laughter@transylvaniacounty.org>]
Sent: Friday, June 19, 2015 4:37 PM
To: Mike Hawkins; David McNeill; Jason Chappell
Subject: Fire/EMS study discussion

Microsoft Outlook Web Access:

<https://outlook.office365.com/owa/transylvaniacounty.org/?ae=Item&a=open&t=IPM.Schedule.Meeting.Request&id=RgAAAADaGTPGjsPQQryiR0%2B4VCBgBwA4nhH0PRyMRoWavomD3eMYAAAAAAENAAA4nhH0PRyMRoWavomD3eMYAAGv%2BK89AAAL>

To receive meeting invitations as .iCalendar attachments instead of Outlook Web App links, go to <https://outlook.office365.com/owa/transylvaniacounty.org/?path=/options/popandimap> and select Send meeting invitations in iCalendar format.

Meet to talk about the Fire study status and follow up to Jason's email dated 6/2

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Friday, June 19, 2015 4:37 PM
To: Mike Hawkins; David Mcneill; Jason Chappell
Subject: Fire/EMS study discussion

Microsoft Outlook Web Access:

<https://outlook.office365.com/owa/transylvaniacounty.org/?ae=Item&a=open&t=IPM.Schedule.Meeting.Request&id=RgAAAADaGTPGjsPQQryiR0%2B4VCBgBwA4nhHOPRyMRoWavomD3eMYAAAAAENAAA4nhHOPRyMRoWavomD3eMYAA Gv%2BK89AAAL>

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Meet to talk about the Fire study status and follow up to Jason's email dated 6/2

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Wednesday, June 17, 2015 10:58 AM
To: duane@automated-tool.com
Cc: David Mcneill
Subject: Building and Property

Duane,

The commissioners have a closed session on Monday night to discuss the building and property at 276 and Wilson Rd. We will hopefully have direction to share Tuesday morning!

Thank you for being so patient as we work on this issue!

Jaime

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Monday, May 18, 2015 5:21 PM
To: David McNeill
Subject: Re: Building on 276 at Wilson Road Intersection

I anticipate having a closed session in June. You can let him know that the budget work has blocked up the commissioner's schedule but that we are including a recommendation for a funding increase in anticipation of moving forward.

J

Sent using OWA for iPad

From: David McNeill
Sent: Monday, May 18, 2015 4:48:57 PM
To: Jaime Laughter
Subject: FW: Building on 276 at Wilson Road Intersection

What's your thoughts on a response. Do we have a time table for looking at this. David

From: Duane Aiken [mailto:duane@automated-tool.com]
Sent: Monday, May 18, 2015 3:13 PM
To: 'David McNeill'
Subject: RE: Building on 276 at Wilson Road Intersection

Good Afternoon David,

Have you gotten your appraisal from Mr. McKnown? I think it's been a month since he was here. Please let me know what's happening.

Regards,



Duane Aiken
Automated Tool and Machine, Inc.
(828)877-3000
(828)885-5000 fax

From: David McNeill [mailto:david.mcneill@transylvaniacounty.org]
Sent: Monday, February 23, 2015 8:01 AM
To: 'Duane Aiken'
Cc: rworley@van-wingerden.com
Subject: RE: Building on 276 at Wilson Road Intersection

Hello Duane,

First, thank you for your patience. The architect is scheduled to provide me with his findings on Friday of this week. Once I get those, I will be able to make a recommendation to the manager and commissioners. I have included Mr. Worley in this email.

Thanks David McNeill

From: Duane Aiken [<mailto:duane@automated-tool.com>]
Sent: Friday, February 20, 2015 4:08 PM
To: 'David McNeill'
Subject: RE: Building on 276 at Wilson Road Intersection

Good Afternoon David,

I was hoping to get an update on how your evaluation is going. I have just learned that another company is interested in the building I want to move into. If it were to be sold, it would really complicate matters. I've been afraid to make an offer on the property until I know better what the county is going to do. Is there any news you can share with me?

Regards,
Duane

From: David McNeill [<mailto:David.McNeill@transylvaniacounty.org>]
Sent: Tuesday, November 04, 2014 8:56 AM
To: Duane Aiken
Subject: RE: Building on 276 at Wilson Road Intersection

Hello Duane,

I just want to give you a heads up on where I am with your building. I am talking to NCDOT about the drainage and warning lights, obtaining estimates on doors, bay addition, fill, drainage in the bays, generator etc. I need these to put together a budget to present to the County Manager and Commissioners. This budget will need to include a cost estimate for the purchase. Can you tell me what you will be asking for it. I know you told me once but I want to make sure I am accurate.

Thanks David

From: Duane Aiken [<mailto:duane@automated-tool.com>]
Sent: Wednesday, October 22, 2014 4:07 PM
To: David McNeill
Subject: RE: Building on 276 at Wilson Road Intersection

That works fine. See you then.

Regards,
Duane

From: David McNeill [<mailto:David.McNeill@transylvaniacounty.org>]
Sent: Wednesday, October 22, 2014 3:47 PM
To: Duane Aiken
Subject: RE: Building on 276 at Wilson Road Intersection

I am coming out with the fire department at 9AM tomorrow. David

From: Duane Aiken [<mailto:duane@automated-tool.com>]
Sent: Tuesday, October 21, 2014 1:59 PM
To: David Mcneill
Subject: RE: Building on 276 at Wilson Road Intersection

Sure, I expect to be in the office both days.

From: David Mcneill [<mailto:David.McNeill@transylvaniacounty.org>]
Sent: Tuesday, October 21, 2014 1:55 PM
To: Duane Aiken
Subject: RE: Building on 276 at Wilson Road Intersection

I have met with the Fire Department and need to bring the Officers by to look at it. Can we come out Thursday or Friday? David

From: Duane Aiken [<mailto:duane@automated-tool.com>]
Sent: Tuesday, October 21, 2014 1:46 PM
To: David Mcneill
Subject: RE: Building on 276 at Wilson Road Intersection

Good Afternoon David,

Has there been any movement on this?

Regards,
Duane

From: David Mcneill [<mailto:David.McNeill@transylvaniacounty.org>]
Sent: Thursday, September 18, 2014 2:28 PM
To: Duane Aiken
Cc: Artie Wilson
Subject: RE: Building on 276 at Wilson Road Intersection

Hello Duane,

I am the County Operations Manager for Transylvania County. I heard that you may be looking to relocate your business. If yes, we are in the preliminary stages of looking at a combination fire/EMS location and would like to know more about your current location. You can feel free to call me at 828-553-9791. Thanks David McNeill

From: Mark Burrows
Sent: Thursday, September 18, 2014 2:07 PM
To: David Mcneill; Duane Aiken
Cc: Artie Wilson
Subject: RE: Building on 276 at Wilson Road Intersection

David and Duane,

Good afternoon. By way of this email, I would like to introduce you to each other electronically. Duane as we just discussed, David is McNeil is the County's Operations Manager and is responsible for our EMS. If you have time in the next couple of weeks, David would like to visit your shop and take a look at the building.

As you continue to look at other locations like the former K&M Auto off NC 280 to grow your businesses, please let me know how I can assist you. I'm glad that business is "wide-open" for you.

Mark

Mark R. Burrows, Director



"The Natural Power of Success"

**Transylvania County
Planning and Economic Development**

PO Box 1578
Brevard, NC 28712

Office: 828-884-3205
Cell: 828-553-9788

<http://econdev.transylvaniacounty.org>
Click for our e-Newsletter

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Tuesday, February 3, 2015 4:46 PM
To: David McNeill
Subject: Couinty Contract

David,

Can you send me a copy electronically of the most current county contract for Sylvan Valley 2 and the city ? If not, please call and I will come by and pick up. I am working Wednesday and Friday at Brevard.

Thanks

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Tuesday, January 27, 2015 7:29 PM
To: David Mcneill
Cc: Joe Moore
Subject: Re:

If you can bring both. Should be able to show on the screen.

Sent from my iPad

On Jan 27, 2015, at 1:34 PM, David Mcneill <David.McNeill@transylvaniacounty.org> wrote:

Hello Gentlemen,

I can bring an electronic copy of the current fire district maps on a flash drive to the retreat if there are projection capabilities or I can bring a large hard copy. What will work best? David

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Tuesday, January 6, 2015 3:06 PM
To: David McNeill
Subject: RE:

David,

Sorry we did look at that. The only addition was to make sure we had electric drops at all truck positions and a central air compressor.

Craig

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

From: David McNeill <David.McNeill@transylvaniacounty.org>
Sent: Tuesday, January 6, 2015 2:56 PM
To: Craig Budzinski
Subject: FW:

[Resend](#)

From: David McNeill
Sent: Tuesday, December 16, 2014 11:11 AM
To: 'Craig Budzinski'
Subject: RE:

Craig, please find attached the basic programming information that Rich Worley put together as a starting point for the building on hwy 276 and a potential location for new construction. Could you and your staff review the information and provide some written feedback by the week of January 5, 2015. Following that we will set up a meeting within a week to review the information with Rich.

Thanks David

From: Craig Budzinski [<mailto:craig.budzinski@cityofbrevard.com>]
Sent: Monday, December 15, 2014 2:23 PM
To: David McNeill
Subject: RE:

David,

What is the timeline for the meeting with Rich Worley and completion of the study?

Thanks
Craig F. Budzinski
Fire Chief

City of Brevard F.D.
Cell 828-329-1349

From: David Mcneill <David.McNeill@transylvaniacounty.org>
Sent: Thursday, November 13, 2014 9:39 AM
To: Craig Budzinski
Cc: Joe Moore; Jim Fatland
Subject:

Hello Craig,

I wanted to follow up our conversation from this past Friday with an email. I have a proposal on the Commissioners Agenda this Monday night to contract with Rich Worley, Architect, to evaluate the potential substation located on highway 276 at Wilson road. If approved, the proposal includes meetings with Brevard Fire Department, EMS and Emergency Services staff to develop program requirements and building needs. The study will include probable cost for acquiring and remodeling the current Automated Tool and Machine Building and compare that to acquiring property and constructing a new substation in that area. This approach will identify construction requirements needed to ensure the building meets the structural needs of a fire/EMS substation. It will also provide a good baseline for establishing a project budget.

I am recommending that Commissioners pay for the study from the Sylvan Valley 2 reserve account. The cost is hourly not to exceed \$4,250. The building on 276 may be an opportunity but due diligence is necessary before proceeding to ensure the facility will meet the department's future needs.

Please let me know if you have questions.

David



ATTACHMENT B - Breakdown of Fees

**Transylvania County Fire Department / First Resopnder Facility
Feasibility Assessment Of Existing Facility - Hwy 276**

	Phase & Services	Structural Fee
I	ENGINEERING FEES	
1.	Site visit and visual assessment with field deminsions----- Preliminary Analysis of exisiting structure and recommendations for upgrades per code <i>NOTE: budget numbers for full structural design and structural upgrades will be provided</i>	\$600 \$2,600
II	REIMBURSABLE EXPENSES	
1.	Printing (Included in fees above)-----	N/A
	PROJECT TOTAL (without CA):	\$3,200

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Tuesday, January 6, 2015 2:53 PM
To: David Mcneill
Subject: RE: City Council Retreat

David,

The time slot we have for the Council Retreat is Friday January 30,2015 at 10:45 to 12:00

No, I have not received anything from Rich.

Craig

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

From: David Mcneill <David.McNeill@transylvaniacounty.org>
Sent: Tuesday, January 6, 2015 2:01 PM
To: Craig Budzinski
Subject: RE: City Council Retreat

Did you receive the information from Rich Worley? Have you completed it? Also, I have a request on the next Commissioners Agenda to contract with an engineer for structural analysis of the building on Hwy 276. This is being recommended by Rich to determine the requirements to bring the building up to code for type 4 construction.

David

From: Craig Budzinski [mailto:craig.budzinski@cityofbrevard.com]
Sent: Tuesday, January 06, 2015 12:08 PM
To: David Mcneill
Subject: City Council Retreat

David,

The city council retreat is going to be January 29th and 30th.

Mr. Moore would like for you to give an update on the changes in county fire protection if any.

The county's plan for emergency services in Sylvan Valley #2
#The long term progression of increasing service levels in the City of Brevard

Thank You

Craig
Craig F. Budzinski
Fire Chief

City of Brevard F.D.
Cell 828-329-1349

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
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To: David McNeill
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#The long term progression of increasing service levels in the City of Brevard

Thank You

Craig
Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Monday, January 5, 2015 12:01 PM
To: David McNeill
Cc: Trisha Hogan; Gay Poor
Subject: FW: Conference Call

We are on to add this for next Monday. J

From: Mike Hawkins
Sent: Monday, January 05, 2015 11:55 AM
To: Jaime Laughter
Subject: Re: Conference Call

Yes let's add to the agenda - this is good work from David and Rich W. - Mike

OPEN MEETINGS: This correspondence occurs in the sender's capacity as a member of the Transylvania County Board of Commissioners. Its contents come from the sender only, and do not imply any action or decision which must otherwise occur during an open meeting of the Board of Commissioners.

From: Jaime Laughter
Sent: Monday, January 5, 2015 11:02 AM
To: Mike Hawkins
Subject: FW: Conference Call

Are you OK if I add this to the agenda on consent or old business? I want to make sure we keep this study moving since there is a business owner waiting to make his move on the results.

Thanks!

Jaime

From: David Mcneill
Sent: Monday, January 05, 2015 11:00 AM
To: Jaime Laughter
Subject: RE: Conference Call

I believe we need to amend the request since I am recommending the funds come from the Sylvan Valley 2 reserve. Mr. Medlock has promised me a proposal by the end of the day. David

From: Jaime Laughter
Sent: Monday, January 05, 2015 10:33 AM
To: David Mcneill
Subject: RE: Conference Call

I think that sounds reasonable. Would we need to amend the request the commissioners already approved? If so, it would be best to get it on the agenda today.

Jaime

From: David Mcneill
Sent: Monday, January 05, 2015 10:24 AM
To: Jaime Laughter
Subject: FW: Conference Call

Hello Jaime,

I have been working with Rich Worley on the possible Fire/EMS station on Highway 276. The process identified a potential issue with the building on 276 at Wilson Road. The NC building code requires Emergency Services buildings to be a type 4 construction. Rich has determined that the building, as is, is not type 4 construction and would require modifications to meet the code requirements if the decision is made to purchase and retrofit it as a Fire/EMS sub-station. To determine the viability of this option, Rich suggest that we contract with Medlock and Associates Engineering for a feasibility study. Medlock is proposing to provide the following engineering information to Rich; Assessment of existing structure, preliminary analysis and recommendations for upgrades to meet type 4 construction, and budget numbers for structural upgrades and engineering to complete.

I realize that this is an additional \$3,200.00 and the outcome of the analysis may result in cost projections that could eliminate the building as an option. However, we have also been diligently looking at other alternative sites for a sub-station that meets the Fire and EMS needs in the area and we have not had any success locating available property that is not flood plain or mountain side. I have asked Medlock to provide a proposal and I recommend that we proceed with the proposal not to exceed \$3,200.00. I would recommend that we fund this from the Sylvan Valley 2 fire reserve as well.

What are your thoughts?

David

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Tuesday, December 23, 2014 11:13 AM
To: David Mcneill
Subject: FW: Conference Call

David,
Attached you will find Edward Medlock's proposal to the County for his feasibility study.

Hope you have a Merry Christmas and Happy New Year.
Rich

From: Edward Medlock [<mailto:emedlock@medlockengr.com>]
Sent: Tuesday, December 23, 2014 11:08 AM
To: 'Richard L. Worley'
Cc: kevin.shook@transylvaniacounty.org
Subject: RE: Conference Call

Gentlemen,

Please forward this e-mail to David McNeil.

It was nice discussing this with you yesterday.

Medlock & Associates Engineering proposes to provide a feasibility study for the existing structure to verify possible conversion of the structure to a fire department / emergency service center. We propose to provide these services for a fee of \$3,200. The fees include assessment of existing structure, preliminary analysis, and recommendations for upgrades. Also as a part of the feasibility study, we will provide budget numbers for possible required structural upgrades and for engineering required to complete upgrades.

Sincerely,

Edward K. Medlock, PE
Medlock & Associates Engineering, P.A.
53 Asheland Avenue, Suite 101
Asheville, NC 28801
Phone (828) 232-4448
e-mail: emedlock@medlockengr.com

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Friday, December 19, 2014 2:29 PM
To: emedlock@medlockengr.com
Subject: Conference Call

Edward,

The following information is for our conference call with Mr. David McNeill on Monday morning at 9:00 AM. **Let me know you have received this email.**

Gentlemen,

Concerning the conference call for Monday, dial 1-980-265-0687, the voice prompt will ask for the conference code (272092), no other dialing is necessary (ie. # or *). Your call will be placed into the call at that point.

Kevin R Shook, Communications Director/Addressing Coordinator
Emergency Management Coordinator
Transylvania County Emergency Services
Shipping : 155 Public Safety Way
Mailing : 21 E Main St
Brevard, NC 28712
Phone (828)884-3108 ext 2
Fax (828)862-8925
email kevin.shook@transylvaniacounty.org
email tcm3@citcom.net

Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126



No virus found in this message.

Checked by AVG - www.avg.com

Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Monday, January 5, 2015 11:03 AM
To: Trisha Hogan; Gay Poor; David McNeill
Subject: FW: Conference Call

I have just sent an email to Mike asking to add this to the agenda. FYI...

From: David McNeill
Sent: Monday, January 05, 2015 11:00 AM
To: Jaime Laughter
Subject: RE: Conference Call

I believe we need to amend the request since I am recommending the funds come from the Sylvan Valley 2 reserve. Mr. Medlock has promised me a proposal by the end of the day. David

From: Jaime Laughter
Sent: Monday, January 05, 2015 10:33 AM
To: David McNeill
Subject: RE: Conference Call

I think that sounds reasonable. Would we need to amend the request the commissioners already approved? If so, it would be best to get it on the agenda today.

Jaime

From: David McNeill
Sent: Monday, January 05, 2015 10:24 AM
To: Jaime Laughter
Subject: FW: Conference Call

Hello Jaime,

I have been working with Rich Worley on the possible Fire/EMS station on Highway 276. The process identified a potential issue with the building on 276 at Wilson Road. The NC building code requires Emergency Services buildings to be a type 4 construction. Rich has determined that the building, as is, is not type 4 construction and would require modifications to meet the code requirements if the decision is made to purchase and retrofit it as a Fire/EMS sub-station. To determine the viability of this option, Rich suggest that we contract with Medlock and Associates Engineering for a feasibility study. Medlock is proposing to provide the following engineering information to Rich; Assessment of existing structure, preliminary analysis and recommendations for upgrades to meet type 4 construction, and budget numbers for structural upgrades and engineering to complete.

I realize that this is an additional \$3,200.00 and the outcome of the analysis may result in cost projections that could eliminate the building as an option. However, we have also been diligently looking at other alternative sites for a sub-station that meets the Fire and EMS needs in the area and we have not had any success locating available property that is not flood plain or mountain side. I have asked Medlock to provide a proposal and I recommend that we proceed with the proposal not to exceed \$3,200.00. I would recommend that we fund this from the Sylvan Valley 2 fire reserve as well.

What are your thoughts?

David

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Tuesday, December 23, 2014 11:13 AM
To: David Mcneill
Subject: FW: Conference Call

David,
Attached you will find Edward Medlock's proposal to the County for his feasibility study.

Hope you have a Merry Christmas and Happy New Year.
Rich

From: Edward Medlock [<mailto:emedlock@medlockengr.com>]
Sent: Tuesday, December 23, 2014 11:08 AM
To: 'Richard L. Worley'
Cc: kevin.shook@transylvaniacounty.org
Subject: RE: Conference Call

Gentlemen,

Please forward this e-mail to David McNeil.

It was nice discussing this with you yesterday.

Medlock & Associates Engineering proposes to provide a feasibility study for the existing structure to verify possible conversion of the structure to a fire department / emergency service center. We propose to provide these services for a fee of \$3,200. The fees include assessment of existing structure, preliminary analysis, and recommendations for upgrades. Also as a part of the feasibility study, we will provide budget numbers for possible required structural upgrades and for engineering required to complete upgrades.

Sincerely,

Edward K. Medlock, PE
Medlock & Associates Engineering, P.A.
53 Asheland Avenue, Suite 101
Asheville, NC 28801
Phone (828) 232-4448
e-mail: emedlock@medlockengr.com

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Friday, December 19, 2014 2:29 PM
To: emedlock@medlockengr.com
Subject: Conference Call

Edward,

The following information is for our conference call with Mr. David McNeill on Monday morning at 9:00 AM. **Let me know you have received this email.**

Gentlemen,

Concerning the conference call for Monday, dial 1-980-265-0687, the voice prompt will ask for the conference code (272092), no other dialing is necessary (ie. # or *). Your call will be placed into the call at that point.

Kevin R Shook, Communications Director/Addressing Coordinator
Emergency Management Coordinator
Transylvania County Emergency Services
Shipping : 155 Public Safety Way
Mailing : 21 E Main St
Brevard, NC 28712
Phone (828)884-3108 ext 2
Fax (828)862-8925
email kevin.shook@transylvaniacounty.org
email tcm3@citcom.net

Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP

General Manager, (828) 891-7389 x126



No virus found in this message.

Checked by AVG - www.avg.com

Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Monday, December 15, 2014 3:33 PM
To: David McNeill
Subject: Sylvan Valley 2 Reserve Account

David,

Could you please tell me how much minus the fees for the substation is left in the Sylvan Valley 2 Reserve Account.

I am looking at a safety item for the department.

Thanks

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Monday, December 15, 2014 2:23 PM
To: David McNeill
Subject: RE:

David,

What is the timeline for the meeting with Rich Worley and completion of the study?

Thanks

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

From: David McNeill <David.McNeill@transylvaniacounty.org>
Sent: Thursday, November 13, 2014 9:39 AM
To: Craig Budzinski
Cc: Joe Moore; Jim Fatland
Subject:

Hello Craig,

I wanted to follow up our conversation from this past Friday with an email. I have a proposal on the Commissioners Agenda this Monday night to contract with Rich Worley, Architect, to evaluate the potential substation located on highway 276 at Wilson road. If approved, the proposal includes meetings with Brevard Fire Department, EMS and Emergency Services staff to develop program requirements and building needs. The study will include probable cost for acquiring and remodeling the current Automated Tool and Machine Building and compare that to acquiring property and constructing a new substation in that area. This approach will identify construction requirements needed to ensure the building meets the structural needs of a fire/EMS substation. It will also provide a good baseline for establishing a project budget.

I am recommending that Commissioners pay for the study from the Sylvan Valley 2 reserve account. The cost is hourly not to exceed \$4,250. The building on 276 may be an opportunity but due diligence is necessary before proceeding to ensure the facility will meet the department's future needs.

Please let me know if you have questions.

David

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Friday, October 24, 2014 1:34 PM
To: David McNeill
Cc: Bradley Elmore; Mark Norton
Subject: 276 Substation
Attachments: 276 Substation.docx

David,

Please find attached a list of items discussed to make the building work.

Thanks

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

276 Substation/Building Needs

Concrete floor checked for the ability to withstand 60,000 lb. truck weight

Bay floor drains

Bay floors epoxy coated

Truck ventilation system (Airvac 911)

All bay walls and ceiling insulated and covered (no exposed insulation)

Center pull bay doors with 1 panel of windows

DOT approval of culvert fill and red light on hill

Concrete driveway

Add to front for more office/second bunk room space

Shower in bathroom

Door from front office into bays

Kitchen and appliances completed (we have cabinet maker to use)

Bunk room/day room (we have furniture company to use)

Front of building landscaped with patio area

Generator

Fire alarm/security system

Wire building for speaker/radio/lights on when tone sounds

David McNeill

From: Jim Fatland <jim.fatland@cityofbrevard.com>
Sent: Tuesday, October 28, 2014 3:38 PM
To: David Mcneill
Subject: Proposed New EMS/FIRE STN

David,

I toured the proposed EMS/FIRE STATION last week on 276 South. I was impressed with the facility for accommodating County EMS and Brevard Fire. I believe you found a gem.

Please let me know if you would like to discuss cost and budget with me.

Jim

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Tuesday, October 21, 2014 3:39 PM
To: David McNeill (david.mcneill@transylvaniacounty.org)
Cc: Bradley Elmore
Subject: Bryson Property

David,

Attached is the contact for the Bryson Property on Wilson Rd.

Joe Bryson
828-606-7129

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Wednesday, October 22, 2014 11:42 AM
To: David McNeill
Cc: Bradley Elmore
Subject: Wilson Road

James Raun
553-9629

Property next to Comporium

Sent from my I Phone

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Friday, March 20, 2015 1:59 PM
To: David McNeill
Cc: Trisha Hogan
Subject: Re:

Looks good! Thanks!

Jaime

Sent from my iPhone

On Mar 20, 2015, at 1:45 PM, David McNeill <David.McNeill@transylvaniacounty.org> wrote:

Hello Jaime,

I attached a draft agenda memo and cost information that should be considered. Gay is working on the financing piece. Please review and let me know what you think. David

<Fire and EMS Agenda Memo.docx>

<Sylvan Valley 2 Proposed Substation.docx>

David McNeill

From: David McNeill <david.mcneill@transylvaniacounty.org>
Sent: Friday, March 20, 2015 1:46 PM
To: 'Jaime Laughter'
Attachments: Fire and EMS Agenda Memo.docx; Sylvan Valley 2 Proposed Substation.docx

Hello Jaime,

I attached a draft agenda memo and cost information that should be considered. Gay is working on the financing piece. Please review and let me know what you think. David

Transylvania County Agenda Memo

Agenda Item:

Meeting Date:

From: David McNeill

Date: March 18, 2015

Subject: Potential Fire/EMS Substation

Department: Emergency Services

Public Hearing :(No)

Contact Information: David McNeill

Attachment: Report from Richard Worley Architect,

Purpose: Acquisition of property for proposed fire/EMS substation

Background: Transylvania County Emergency Services is currently working on a Fire/Rescue report that includes the current status of fire, rescue and EMS services in Transylvania County and potential future needs to ensure continued provision of quality services. A portion of this report will include identification of Class 10 insurance areas within each district and recommendations to address these areas based on Commissioner's directive.

Currently, the Sylvan Valley 2 District served by Brevard Fire Department has Class 10 area in the Williamson Creek and Glen Cannon area. Staff has been working with Brevard Fire Department to identify strategies to address the insurance rating in this area and improve services to citizens. Brevard Fire Department has requested a substation located in the area to provide at minimum 9E insurance protection to citizens in the Williamson Creek and Glen Cannon areas. Transylvania County staff has worked with Brevard Fire Department representatives and evaluated maps to identify a suitable location that strategically places a substation in a manner to support both future fire and emergency medical services needs within the County. This led staff to investigate the Automated Tool building located on Hwy. 276 near the Wilson Road Intersection after hearing from the Economic Development Staff that this building's owner was looking to relocate to another facility in the County due to need for expansion.

Staff has reviewed the potential location of a substation in the area. It is evident that locating a suitable piece of property in the required geographical area to ensure elimination of Class 10 Insurance Protection Class is very difficult. A large percentage of the property adjacent to Wilson Road and highway 276 is flood plain or mountain side. After looking at potential options, County staff and Brevard Fire staff agrees that the Automated Tool location best positions both fire and EMS resources for future provision of quality services.

To ensure that the Automated Tool building meets the needs of each department, staff recommended and Commissioners approved a study by Richard Worley, Architect to evaluate the building, identify estimated costs of retrofitting the building to serve as an emergency services sub-station and compare those cost to building a new fire/EMS substation on a different piece of property. The report is attached and includes the financial projections for both options.

The Emergency Services staff is confident that the acquisition of the Automated Tool Building and future retrofit to accommodate a fire/EMS substation is essential to continued provision of quality fire and rescue services. We have looked for any alternatives to address the Class 10 area in Williamson Creek and Glen Cannon that does not require a substation and staff is confident that none exists within the current North Carolina Department of Insurance rules. Emergency Medical Services Staff is also confident that the future location of an emergency medical services ambulance in the area is needed due to increased call volumes and maintaining response times of less than 9 minutes countywide.

While Transylvania County Emergency Services Staff is not ready to make recommendations concerning all the fire districts, staff is confident that a fire/EMS substation in the area will be necessary to achieve the elimination of class 10 insurance rating in the Williamson Creek and Glen Cannon area. Staff is also confident that future EMS needs include a substation housing an ambulance is needed to ensure and improve response times and level of service to citizens in Cedar Mountain, Connestee, Island Ford Road, Walnut Hollow Road and East Fork Road towards Rosman.

The proposal for the Commissioners to consider acquisition of this is time sensitive because the owner of Automated Tool has expressed a need to relocate his business due to growth and space needs. As previously mentioned, staff has examined maps to search alternative sites and strongly believes this option best positions the County to effectively provide fire and EMS services in that area of the County. Staff also believes that Mr. Worley's report demonstrates that this is the most economical approach to acquiring a building suitable for housing emergency services equipment.

Financial Impact: Staff has not negotiated the price of the property. The owner has indicated that asking price will be in the \$365,000 range. The retrofit estimate by Richard Worley is \$365,000-\$430,000.

Recommendation(s): Acquire the Automated Tool Building for future Fire/EMS Substation

Sylvan Valley 2 Proposed Substation
Capital Cost Projections

Automated Tool Building		Cost Estimate
Property Acquisition		\$365,000
Construction Cost		\$360,000-\$430,000
Capital Equipment		
Fire Equipment Cost	Fire Engine	\$550,000
	Brush Truck	\$150,000
	Tanker	Move from Main Station
EMS Equipment Cost	Ambulance/Equipped 15/16 EMS Budget (Cardiac Monitor \$30,000 Not included / available)	\$198,535
Funding Options		
County / City Partnership		
County Purchase Building	County General Fund / Sylvan Valley 2 Fire Tax or combination	
Loan		
Future Items to Consider		
Fire Staffing	Brevard Fire / City Manager insist on paid staffing	
EMS Staffing	2016/2017 8 Staff (1 ambulance 24/7)	

David McNeill

From: David McNeill <david.mcneill@transylvaniacounty.org>
Sent: Thursday, March 12, 2015 3:12 PM
To: 'joe.moore@cityofbrevard.com'
Cc: 'Jaime Laughter'
Subject: Fire Study.North Transylvania District

Hello Joe,

I received a call from Chief Kilpatrick from North Transylvania Fire Department. Chief Kilpatrick was upset as a result of a meeting with Bradley Elmore. Chief Kilpatrick left that meeting with the understanding that the City of Brevard intended to block any option that would change the fire district line in a manner that reallocated any Sylvan Valley 2 District to North Transylvania Fire District. He also stated that Bradley told him that Brevard was going to take the North Transylvania District. As we discussed in the meeting last week, there are options to consider with respect to the North Transylvania District to ensure long term financial viability and quality services in that area. At your request I agreed that Brevard Fire would be looked at as an option as well. While I was not at the meeting with Bradley and Chief Kilpatrick, it is apparent that something was said that initiated the call that I received from the Chief. As we discussed, fire departments can be territorial when it comes to district lines and this process of exploring options must take this into consideration.

As we continue with this study, it would be more helpful if the City would communicate its plans and desires to County staff allow County staff to go through the process and make recommendations to the Manager and Commissioners. We have made significant progress communicating with the fire departments while sharing our thoughts and listening to input from the fire department stakeholders as well. Incidents that move departments to circle the wagons to use a metaphor, serves only to slow the process. As we discussed in the meeting, I would like to hear what Brevard is proposing concerning North Transylvania because I certainly want to present all viable options to the Board of Commissioners. However, I do not believe we have reached a point to approach departments with merger proposals. In the end, the Board of Commissioners will receive the information and potential options that positions the County to ensure quality fire and rescue services and they will provide direction concerning the option that they agree best serves the Citizens of Transylvania County.

Again, I was not present at the meeting. I did speak with Bradley and his interpretation of what was said differs from that of Chief Kilpatrick. In any case, it is probably best that meetings to discuss options for County Fire Districts be coordinated by County staff.

Thanks again for your time.

David McNeill

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Wednesday, January 7, 2015 4:20 PM
To: David McNeill
Subject: RE: Water

Yes, the city is hoping to discuss that issue as part of their council retreat. Any information you feel comfortable sharing would be helpful. Would you like to schedule a time Tuesday to first talk about this with Larry and then we can discuss this issue right after?

Jaime

-----Original Message-----

From: David McNeill
Sent: Wednesday, January 07, 2015 4:19 PM
To: Jaime Laughter; Larry Reece
Subject: RE: Water

I am available Tuesday. Jaime, I just got another email concerning a meeting with Joe Moore and Tuesday morning is one of the 3 dates given for that meeting. I actually think the 20th or 22nd would be better for that to give you and I an opportunity to discuss it prior to meeting. I am sure the discussion with Joe will include Sylvan Valley 2 district lines and potential changes, potential sub station and additional paid staffing for fire department.

Thanks David

-----Original Message-----

From: Jaime Laughter
Sent: Wednesday, January 07, 2015 3:59 PM
To: Larry Reece
Cc: David McNeill
Subject: RE: Water

What would be a good time to meet for you and David to bring me up to speed? I could probably work something out for Tuesday if you both have availability.

Thanks!

Jaime

-----Original Message-----

From: Larry Reece
Sent: Wednesday, January 07, 2015 3:28 PM
To: Jaime Laughter
Cc: David McNeill
Subject: FW: Water

Jaime,

This is the lady that owns the land next to the County's Maintenance Facility that floods during heavy rain events. Pictures as shown is nothing compared to photos I have on file. I have photos similar to Image4 showing water running

under her son's home. Artie and I made a commitment to Cecelia that the County would address this issue but every attempt has been stopped for some reason. Since Artie has retired it would be nice if you could assure her again that we will continue to work with all the folks involved and hopefully find a workable solution to stop water from running off county property on to her. To be honest, I brought this issue up during design of the PSF but we were assured by the engineers that the SW level spreader being installed would not allow any more water to leave site than the original condition. During construction we learned quickly that was not true because the county repaired her drive several times and several times since then. Maintenance folks have done a good job of keeping an eye on her drive and making necessary repairs. So this issue has be ongoing for a few years. The county has paid several thousands of dollars for engineering to study and design several options but to no avail. Cecelia has been very patient with the county knowing we have made several attempts to fix the problem. She mention a possible law suit but as I said earlier she knew that the county has made a commitment to fix the problem. I know you have a lot on your plate, but when you have time... David and I would like to bring you up to date on the options and find a way to move this project forward. I believe Cecelia will continue to be patient if she thinks we are making progress but she is aware that the City of Brevard turndown our last option. The project has been put on hold since then.

-----Original Message-----

From: Cecelia Goodson [mailto:cgoodson@comporium.net]

Sent: Wednesday, January 07, 2015 2:21 PM

To: Larry Reece

Subject: Wat

Taken late Monday afternoon after weekend rain.

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Tuesday, January 6, 2015 3:06 PM
To: David McNeill
Subject: RE:

David,

Sorry we did look at that. The only addition was to make sure we had electric drops at all truck positions and a central air compressor.

Craig

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

From: David McNeill <David.McNeill@transylvaniacounty.org>
Sent: Tuesday, January 6, 2015 2:56 PM
To: Craig Budzinski
Subject: FW:

[Resend](#)

From: David McNeill
Sent: Tuesday, December 16, 2014 11:11 AM
To: 'Craig Budzinski'
Subject: RE:

Craig, please find attached the basic programming information that Rich Worley put together as a starting point for the building on hwy 276 and a potential location for new construction. Could you and your staff review the information and provide some written feedback by the week of January 5, 2015. Following that we will set up a meeting within a week to review the information with Rich.

Thanks David

From: Craig Budzinski [<mailto:craig.budzinski@cityofbrevard.com>]
Sent: Monday, December 15, 2014 2:23 PM
To: David McNeill
Subject: RE:

David,

What is the timeline for the meeting with Rich Worley and completion of the study?

Thanks
Craig F. Budzinski
Fire Chief

City of Brevard F.D.
Cell 828-329-1349

From: David Mcneill <David.McNeill@transylvaniacounty.org>

Sent: Thursday, November 13, 2014 9:39 AM

To: Craig Budzinski

Cc: Joe Moore; Jim Fatland

Subject:

Hello Craig,

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I am recommending that Commissioners pay for the study from the Sylvan Valley 2 reserve account. The cost is hourly not to exceed \$4,250. The building on 276 may be an opportunity but due diligence is necessary before proceeding to ensure the facility will meet the department's future needs.

Please let me know if you have questions.

David

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Monday, January 5, 2015 12:01 PM
To: David McNeill
Cc: Trisha Hogan; Gay Poor
Subject: FW: Conference Call

We are on to add this for next Monday. J

From: Mike Hawkins
Sent: Monday, January 05, 2015 11:55 AM
To: Jaime Laughter
Subject: Re: Conference Call

Yes let's add to the agenda - this is good work from David and Rich W. - Mike

OPEN MEETINGS: This correspondence occurs in the sender's capacity as a member of the Transylvania County Board of Commissioners. Its contents come from the sender only, and do not imply any action or decision which must otherwise occur during an open meeting of the Board of Commissioners.

From: Jaime Laughter
Sent: Monday, January 5, 2015 11:02 AM
To: Mike Hawkins
Subject: FW: Conference Call

Are you OK if I add this to the agenda on consent or old business? I want to make sure we keep this study moving since there is a business owner waiting to make his move on the results.

Thanks!

Jaime

From: David Mcneill
Sent: Monday, January 05, 2015 11:00 AM
To: Jaime Laughter
Subject: RE: Conference Call

I believe we need to amend the request since I am recommending the funds come from the Sylvan Valley 2 reserve. Mr. Medlock has promised me a proposal by the end of the day. David

From: Jaime Laughter
Sent: Monday, January 05, 2015 10:33 AM
To: David Mcneill
Subject: RE: Conference Call

I think that sounds reasonable. Would we need to amend the request the commissioners already approved? If so, it would be best to get it on the agenda today.

Jaime

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Sent: Monday, January 05, 2015 10:24 AM
To: Jaime Laughter
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I realize that this is an additional \$3,200.00 and the outcome of the analysis may result in cost projections that could eliminate the building as an option. However, we have also been diligently looking at other alternative sites for a sub-station that meets the Fire and EMS needs in the area and we have not had any success locating available property that is not flood plain or mountain side. I have asked Medlock to provide a proposal and I recommend that we proceed with the proposal not to exceed \$3,200.00. I would recommend that we fund this from the Sylvan Valley 2 fire reserve as well.

What are your thoughts?

David

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Sent: Tuesday, December 23, 2014 11:13 AM
To: David Mcneill
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David,
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Hope you have a Merry Christmas and Happy New Year.
Rich

From: Edward Medlock [<mailto:emedlock@medlockengr.com>]
Sent: Tuesday, December 23, 2014 11:08 AM
To: 'Richard L. Worley'
Cc: kevin.shook@transylvaniacounty.org
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Gentlemen,

Please forward this e-mail to David McNeil.

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Sincerely,

Edward K. Medlock, PE
Medlock & Associates Engineering, P.A.
53 Asheland Avenue, Suite 101
Asheville, NC 28801
Phone (828) 232-4448
e-mail: emedlock@medlockengr.com

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Friday, December 19, 2014 2:29 PM
To: emedlock@medlockengr.com
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Kevin R Shook, Communications Director/Addressing Coordinator
Emergency Management Coordinator
Transylvania County Emergency Services
Shipping : 155 Public Safety Way
Mailing : 21 E Main St
Brevard, NC 28712
Phone (828)884-3108 ext 2
Fax (828)862-8925
email kevin.shook@transylvaniacounty.org
email tcm3@citcom.net

Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126



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Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Monday, January 5, 2015 11:03 AM
To: Trisha Hogan; Gay Poor; David McNeill
Subject: FW: Conference Call

I have just sent an email to Mike asking to add this to the agenda. FYI...

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It was nice discussing this with you yesterday.

Medlock & Associates Engineering proposes to provide a feasibility study for the existing structure to verify possible conversion of the structure to a fire department / emergency service center. We propose to provide these services for a fee of \$3,200. The fees include assessment of existing structure, preliminary analysis, and recommendations for upgrades. Also as a part of the feasibility study, we will provide budget numbers for possible required structural upgrades and for engineering required to complete upgrades.

Sincerely,

Edward K. Medlock, PE
Medlock & Associates Engineering, P.A.
53 Asheland Avenue, Suite 101
Asheville, NC 28801
Phone (828) 232-4448
e-mail: emedlock@medlockengr.com

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Friday, December 19, 2014 2:29 PM
To: emedlock@medlockengr.com
Subject: Conference Call

Edward,

The following information is for our conference call with Mr. David McNeill on Monday morning at 9:00 AM. **Let me know you have received this email.**

Gentlemen,

Concerning the conference call for Monday, dial 1-980-265-0687, the voice prompt will ask for the conference code (272092), no other dialing is necessary (ie. # or *). Your call will be placed into the call at that point.

Kevin R Shook, Communications Director/Addressing Coordinator
Emergency Management Coordinator
Transylvania County Emergency Services
Shipping : 155 Public Safety Way
Mailing : 21 E Main St
Brevard, NC 28712
Phone (828)884-3108 ext 2
Fax (828)862-8925
email kevin.shook@transylvaniacounty.org
email tcm3@citcom.net

Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP

General Manager, (828) 891-7389 x126



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Checked by AVG - www.avg.com

Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Monday, January 5, 2015 10:33 AM
To: David McNeill
Subject: RE: Conference Call

I think that sounds reasonable. Would we need to amend the request the commissioners already approved? If so, it would be best to get it on the agenda today.

Jaime

From: David McNeill
Sent: Monday, January 05, 2015 10:24 AM
To: Jaime Laughter
Subject: FW: Conference Call

Hello Jaime,

I have been working with Rich Worley on the possible Fire/EMS station on Highway 276. The process identified a potential issue with the building on 276 at Wilson Road. The NC building code requires Emergency Services buildings to be a type 4 construction. Rich has determined that the building, as is, is not type 4 construction and would require modifications to meet the code requirements if the decision is made to purchase and retrofit it as a Fire/EMS sub-station. To determine the viability of this option, Rich suggest that we contract with Medlock and Associates Engineering for a feasibility study. Medlock is proposing to provide the following engineering information to Rich; Assessment of existing structure, preliminary analysis and recommendations for upgrades to meet type 4 construction, and budget numbers for structural upgrades and engineering to complete.

I realize that this is an additional \$3,200.00 and the outcome of the analysis may result in cost projections that could eliminate the building as an option. However, we have also been diligently looking at other alternative sites for a sub-station that meets the Fire and EMS needs in the area and we have not had any success locating available property that is not flood plain or mountain side. I have asked Medlock to provide a proposal and I recommend that we proceed with the proposal not to exceed \$3,200.00. I would recommend that we fund this from the Sylvan Valley 2 fire reserve as well.

What are your thoughts?

David

From: Richard L. Worley [<mailto:rworley@van-wingerden.com>]
Sent: Tuesday, December 23, 2014 11:13 AM
To: David McNeill
Subject: FW: Conference Call

David,
Attached you will find Edward Medlock's proposal to the County for his feasibility study.

Hope you have a Merry Christmas and Happy New Year.
Rich

From: Edward Medlock [<mailto:emedlock@medlockengr.com>]
Sent: Tuesday, December 23, 2014 11:08 AM
To: 'Richard L. Worley'
Cc: kevin.shook@transylvaniacounty.org
Subject: RE: Conference Call

Gentlemen,

Please forward this e-mail to David McNeil.

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Medlock & Associates Engineering proposes to provide a feasibility study for the existing structure to verify possible conversion of the structure to a fire department / emergency service center. We propose to provide these services for a fee of \$3,200. The fees include assessment of existing structure, preliminary analysis, and recommendations for upgrades. Also as a part of the feasibility study, we will provide budget numbers for possible required structural upgrades and for engineering required to complete upgrades.

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Medlock & Associates Engineering, P.A.
53 Asheland Avenue, Suite 101
Asheville, NC 28801
Phone (828) 232-4448
e-mail: emedlock@medlockengr.com

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Kevin R Shook, Communications Director/Addressing Coordinator
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email tcem3@citcom.net

Let me know if you have any questions.

Thanks
Rich

Richard L. Worley, AIA, LEED AP
General Manager, (828) 891-7389 x126



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Version: 2014.0.4794 / Virus Database: 4253/8767 - Release Date: 12/19/14

David McNeill

From: Craig Budzinski <craig.budzinski@cityofbrevard.com>
Sent: Monday, December 15, 2014 2:23 PM
To: David McNeill
Subject: RE:

David,

What is the timeline for the meeting with Rich Worley and completion of the study?

Thanks

Craig F. Budzinski
Fire Chief
City of Brevard F.D.
Cell 828-329-1349

From: David McNeill <David.McNeill@transylvaniacounty.org>
Sent: Thursday, November 13, 2014 9:39 AM
To: Craig Budzinski
Cc: Joe Moore; Jim Fatland
Subject:

Hello Craig,

I wanted to follow up our conversation from this past Friday with an email. I have a proposal on the Commissioners Agenda this Monday night to contract with Rich Worley, Architect, to evaluate the potential substation located on highway 276 at Wilson road. If approved, the proposal includes meetings with Brevard Fire Department, EMS and Emergency Services staff to develop program requirements and building needs. The study will include probable cost for acquiring and remodeling the current Automated Tool and Machine Building and compare that to acquiring property and constructing a new substation in that area. This approach will identify construction requirements needed to ensure the building meets the structural needs of a fire/EMS substation. It will also provide a good baseline for establishing a project budget.

I am recommending that Commissioners pay for the study from the Sylvan Valley 2 reserve account. The cost is hourly not to exceed \$4,250. The building on 276 may be an opportunity but due diligence is necessary before proceeding to ensure the facility will meet the department's future needs.

Please let me know if you have questions.

David

David McNeill

From: Jaime Laughter <jaime.laughter@transylvaniacounty.org>
Sent: Wednesday, October 29, 2014 6:58 PM
To: David McNeill
Subject: Re:

I agree we need to gather that information to present to commissioners. Let me know when you have a sense of what the timeline for a presentation to them would be and we can also plan to share information ahead of time as part of my individual updates with them. Thanks!

Jaime

Sent using OWA for iPad

From: David McNeill
Sent: Wednesday, October 29, 2014 2:07:13 PM
To: Jaime Laughter
Subject:

Hello Jaime,

Transylvania County has been working with Brevard Fire Department to examine properties within the Sylvan Valley 2 Fire District that are currently in a Class 10 Unprotected Insurance Classification. These properties are in the Williamson Creek and Glen Cannon area. During the 2014/2015 budget process, Brevard Fire requested the addition of a sub-station near the intersection of Williamson Creek Road and Wilson Road. This sub-station was not recommended by staff and/or the County Manager but County staff was instructed to investigate the need in conjunction with Brevard Fire. Additionally, County staff was asked to examine the current status of all Fire, Rescue and EMS services and complete a report to include recommended changes and future emergency services needs. Staff has met with all emergency departments and we are currently working on potential revisions to the fire service district maps that will position the County to ensure quality services to its citizens in the future.

During this process, County staff has been consistent in its position that a future fire substation in the southern portion of the current Sylvan Valley 2 District should include consideration of a combination Fire/EMS station. An EMS placement study completed in 2008 supports the future addition of an EMS base on HWY. 276 South near Island Ford Road.

While the process continues, County Emergency Services Staff became aware through the planning department that the building on Highway 276 South at the intersection of Wilson Road was potentially available. The business has outgrown the building and is looking to expand to another building within the County. In response, County staff has done the preliminary evaluation of the location to determine if a fire station in the area would eliminate the class 10 areas in the Glen Cannon and Williamson Creek area. It appears that this location will eliminate all the Class 10 areas and bring all properties in to at least a 9E Insurance Classification.

While we have not completed the report on fire and rescue services, it is evident that a substation in that general area will be needed to eliminate the Class 10 areas in Glen Canon and Williamson Creek. Given the fact that this building is available, we potentially have an opportunity to accomplish this at a lower cost to the citizens within the district as compared to the cost estimates presented by Brevard Fire in the 2014/2015 Budget process. I do recommend that any agreement include a clearly defined disbursement of

capital resources if future fire or rescue changes result in termination of the contractual arrangement with the City of Brevard for these services.

It should also be noted that Brevard intends to staff a substation with paid personnel. This will add additional cost if approved by the City of Brevard and the County.

This is also an opportunity to work with the City of Brevard to share the cost of the proposed substation or the County could elect to purchase the building utilizing Sylvan Valley 2 District Fire Tax Revenue and lease or allow a fire department to utilize the building as part of the Fire Protection Contract. I would like to discuss these options with you.

Brevard Fire Staff and the City Finance Director have visited the building and are supportive of this approach. The owner has indicated that he needs to move soon. I would recommend that we move forward to get a sales price, remodel cost, equipment cost and projected operations cost so we can put together a total project cost for consideration by the Commissioners. What are your thoughts?

Thanks David

David McNeill

From: Trisha Hogan <trisha.hogan@transylvaniacounty.org>
Sent: Monday, November 10, 2014 11:35 AM
To: David McNeill
Subject: RE: Sub Station Construction Study

Got it. Thanks

Trisha Hogan
Clerk to the Board
101 South Broad Street
Brevard, NC 28712
(828) 884-3100 X103 Office
(828) 884-3119 Fax

From: David McNeill
Sent: Monday, November 10, 2014 11:30 AM
To: Trisha Hogan; Jaime Laughter
Subject: Sub Station Construction Study

Jaime and Trisha,

Please find attached the agenda memo, a proposal from Rich Worley and the reserve account information for Sylvan Valley 2 fire district. I would like to Commissioners to consider approving Richard Worley evaluating the new construction cost and a comparison to a current building that may be available.

Thanks David

Richard L. Worley, A.I.A.

Architect

4078 Haywood Road, Mills River, North Carolina 28759

Telephone: (828) 891-7389 Fax: (828) 891-5882

Nov. 7, 2014

Mr. David McNeill
Emergency Services Director

Email: david.mcneill@transylvaniacounty.org

RE: Study of Existing/New Fire/Emergency Station

Dear David,

In accordance with your request I offer the following proposal to provide a review of two possible options for a Fire/Emergency Station in the 276/Wilson Road section of the County. It is my understanding that the one option will include an existing facility that will require some renovation and an addition. The other option would include a new facility constructed on a new (yet to be determined) site. The scope of work will include observations as required of the existing facility, observation of possible new sites, meetings, and preliminary Opinion of Probable Costs based upon Program Requirements provided by the County for both options.

Based upon the scope of work indicated above we propose to provide this service on our standard hourly rate fee with a "not to exceed" Fee of \$4,250.

Thank you for the opportunity to provide this proposal. If you have any questions or comments regarding this response to your request, please do not hesitate to contact me.

Sincerely,

Richard Lee Worley

Richard L. Worley, AIA
Architect

Transylvania County Agenda Memo

Agenda Item:

Meeting Date: 11/17/14

From: David McNeill, Emergency Services

Date: November 10, 2014

Subject: Sylvan Valley 2 Fire-EMS Substation

Department: Emergency Services/Brevard Fire

Public Hearing :(type Yes or No) No

Contact Information: David McNeill 884-3108 X4 david.mcneill@transylvaniacounty.org

Attachment: Proposal from Rich Worley, Copy of Sylvan Valley 2 Fire Reserve Account

Purpose: Determine most economical strategy for construction of a Fire/EMS Substation

Background: During the 2014/2015 budget process, Brevard Fire Department requested the addition of a sub-station near Williamson Creek on Wilson Road to eliminate Class 10 Insurance areas in Glen Cannon and Williamson Creek and to provide more effective fire protection to the area. County staff recommended that the substation include a joint location with EMS somewhere near Hwy 276 and Wilson Road. Staff was instructed to work with Brevard Fire to assess the need for and to develop a plan for adding a substation. In addition, County staff was asked to review the emergency services program and prepare a report outlining the current level of service and identify future needs and strategies to ensure quality fire, rescue and EMS services moving forward. Staff has been diligently working on these items. The ability to eliminate Class 10 (un-protected) insurance areas in the Williamson Creek and Glen Cannon area will require the addition of a sub-station. County Staff has conducted the preliminary mileage calculations to identify geographical areas that can house a substation and meet the 6 mile limitation for an insurance rating. This recommendation has taken into consideration the ambulance placement study conducted in 2009 and planning for future collocation with Brevard Fire and Transylvania County EMS.

During the process, staff became aware that Automated Tool and Machine located at 1540 Greenville Hwy was looking to sale and relocate to another location within the County. This is at the intersection of Wilson Road and Hwy 276. Staff has had preliminary discussions

with the owner. At this point, staff is recommending that we contract with Rich Worley to evaluate the facility, determine if it meets the building code requirements and/or identify work that will be necessary for it to house a fire/EMS substation and compare the cost to acquiring property and new construction of a substation. The existing facility may provide a more economical opportunity to meet the fire/EMS substation need but a proper evaluation is warranted.

The study will also give the Board of Commissioners and City of Brevard a good budget number for consideration as we near the 2015/2016 budget process. The County Emergency Services Staff and Brevard Fire Department agree that a substation in the area is needed to provide quality and consistent services. Once the study is completed, County staff can work with the City of Brevard to develop a total project cost including land, construction, equipment and ongoing operational cost associated with the proposed substation for consideration by the Board of Commissioners and City Council.

Financial Impact: Staff is recommending that we fund the proposed study by Rich Worley from the Sylvan Valley 2 Fire Tax Reserve. Mr. Worley's proposal is an hourly contract not to exceed \$4,250. The Sylvan Valley 2 Reserve had \$30,123 in it as of 6/30/2014.

Recommendation(s): Approve Study

Fire Department:

Brevard

FY 13-14

Reserves, as of 06-30-13 \$17,733.95

Revenues, through 06-30-14

Ad valorem - Current Year	\$284,248.81
Ad valorem - Prior Year	\$734.21
Motor Vehicle Tax	\$18,276.69
NCDVM fees	(\$958.94)
Late List - Current Year	\$72.86
Late List - Prior Year	\$3.04
Interest - Current Year	\$719.38
Interest - Prior Year	\$117.60
Motor Vehicle Interest	\$93.01
Interest Earned	\$17.37
DMV Interest Refund	\$348.33
Total Revenues	\$303,672.36

Actual Appropriation \$291,283.00

Available, as of 06-30-14 \$30,123.31

\$12,389.36

\$17,733.95

\$30,123.31