

**TENTATIVE AGENDA & MEETING NOTICE
BOARD OF COUNTY COMMISSIONERS**

**TUESDAY, OCTOBER 15, 2019
5:30 P.M.**

**WATAUGA COUNTY ADMINISTRATION BUILDING
COMMISSIONERS' BOARD ROOM**

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: October 1, 2019, Regular Meeting October 1, 2019, Closed Session		1
	3	APPROVAL OF THE OCTOBER 15, 2019, AGENDA		11
5:35	4	PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON PROPOSED CHANGES TO THE VALLE CRUCIS HISTORIC DISTRICT ORDINANCE	MR. JOE FURMAN	13
5:40	5	NATIONAL WEATHER SERVICE PRESENTATION	MR. PHIL HYSELL	21
5:45	6	SHERIFF'S OFFICE RADIO PURCHASE REQUEST	MAJOR REDMON	25
5:50	7	PROJECT ON AGING MATTERS A. Annual Report B. Request to Accept FY 2020 Senior's Health Insurance Information Program (SHIIP) Grant/Contract	MS. ANGIE BOITNOTTE	29 37
5:55	8	TAX MATTERS A. Monthly Collections Report B. Refunds & Releases	MR. LARRY WARREN	55 57
6:00	9	PROPOSED BANK SERVICES RENEWAL	MS. MISTY WATSON	73
6:05	10	PROPOSED RESOLUTION CELEBRATING THE 100TH ANNIVERSARY OF THE PASSAGE OF THE NINETEENTH AMENDMENT TO THE CONSTITUTION OF THE UNITED STATES AND FOUNDING OF THE LEAGUE OF WOMEN VOTERS	CHAIRMAN WELCH	83
6:10	11	MISCELLANEOUS ADMINISTRATIVE MATTERS A. Recommended Contract Awards for Employee Medical, Dental, and Life Insurance B. Boards and Commissions C. Announcements	MR. DERON GEOUQUE	85 89 97
6:15	12	PUBLIC COMMENT		98
7:15	13	BREAK		98
7:20	14	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3) Land Acquisition – G. S. 143-318.11(a)(5)(i)		98
7:30	15	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

October 1, 2019, Regular Meeting

October 1, 2019, Closed Session

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 1, 2019**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, October 1, 2019, at 8:30 A.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: John Welch, Chairman
 Billy Kennedy, Vice-Chairman
 Larry Turnbow, Commissioner
 Charlie Wallin, Commissioner
 Perry Yates, Commissioner
 Andrea Capua, County Attorney
 Deron Geouque, County Manager
 Anita J. Fogle, Clerk to the Board

Chairman Welch called the meeting to order at 8:33 A.M.

Commissioner Wallin opened with a prayer and Commissioner Turnbow led the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Welch called for additions and/or corrections to the September 17, 2019, regular meeting and closed session minutes.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the September 17, 2019, regular meeting minutes as presented.

VOTE: Aye-5
 Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the September 17, 2019, closed session minutes as presented.

VOTE: Aye-5
 Nay-0

APPROVAL OF AGENDA

Chairman Welch called for additions and/or corrections to the October 1, 2019, agenda.

County Manager Geouque requested to add Community Recreation Center Change Order# 5 as Change Order # 4, currently on the agenda, was broken out into two change orders.

Vice-Chairman Kennedy, seconded by Commissioner Wallin, moved to approve the October 1, 2019, agenda as amended.

VOTE: Aye-5
Nay-0

COOPERATIVE EXTENSION LIVESTOCK PROGRAM UPDATE

Mr. Eddy Labus, Cooperative Extension Agent, gave an update on the livestock program. Mr. Labus stated that beef prices are extremely low after being on a three year downward trend. The County's stock scales are loaned out and greatly used by farmers. With the poultry slaughter facility in nearby Marion, North Carolina, having closed down, the Extension is offering classes for commercial poultry producers on food safety and slaughter techniques. Mr. Labus stated that meat producers continue to fill the freezers at the Food Hub and the Extension is helping people obtain their meat license and working with producers to add value through local meat sales. The report was given for information only and, therefore, no action was required.

EMERGENCY SERVICES MATTERS

A. Proposed Resolution Approving Stewart Simmons Volunteer Fire Department's Five and Six-Mile Insurance District Boundaries

Stewart Simmons Fire Chief, Doug Berry, presented a proposed map which, upon adoption, will approve the boundary lines of the Stewart Simmons Rural Fire Five and Six-Mile district coverage. Chief Berry stated that the Fire District boundaries were not changing but, due to a second station being in operation, the insurance map has changed.

Commissioner Wallin, seconded by Commissioner Yates, moved to adopt the resolution approving the five and six-mile district coverage map as presented by Chief Berry.

VOTE: Aye-5
Nay-0

B. Priority Dispatch License Renewal Request

Mr. Will Holt, Emergency Services Director, presented a proposed renewal for the Priority Dispatch software license in the amount of \$16,800. The software is used by Fire, EMS, and Law Enforcement for processing calls utilizing a list of standardized questions to prioritize these calls. Mr. Holt stated that 911 funds will cover the expense.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to approve the renewal in the amount \$16,800 with Priority Dispatch for call processing software.

VOTE: Aye-5
Nay-0

C. Proposed MobileCAD Contract

Mr. Will Holt presented a contract for \$25,505 for MobileCAD (MDIS) with Southern Software. Mr. Holt stated that this will be for patrol vehicles and will reduce radio traffic and send live data including BOLO (Be on the Lookout) Alerts. This software will raise awareness and increase safety for officers. Mr. Holt stated that 911 funds will cover \$16,438 with the remaining \$9,067 to come from County funds with adequate funds available to cover the expense.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve the contract with Southern Software for MobileCAD in the amount of \$25,505 with \$16,438 to come from 911 funds and the remaining \$9,067 to come from County funds.

VOTE: Aye-5
Nay-0

PROPOSED ADDITIONAL APPROPRIATION OF STATE FUNDS FOR SENIOR CENTERS

Ms. Angie Boitnotte, Project on Aging Director, stated that additional Senior Center General Purpose funding was available for the County's two senior centers in the total amount of \$14,098 which requires a 25% local match. The L. E. Harrill Senior Center, as a Center of Excellence, was eligible to receive \$10,574 with a local match of \$3,525. The Western Watauga Community Center was eligible to receive \$3,524, with a local match of \$1,175. Ms. Boitnotte stated that the total local match required, in the amount of \$4,700, is present in the current Project on Aging budget.

County Attorney Capua stated that the attachment referenced in the contract was not presented with the contract. Ms. Boitnotte stated that she would obtain the attachment from the High Country Council of Governments.

Commissioner Yates, seconded by Commissioner Wallin, moved to approve the local match of \$4,700 and to accept the additional Senior Center funding in the amount of \$14,098 contingent upon receiving the attachment from the High Country Council of Government.

VOTE: Aye-5
Nay-0

MAINTENANCE MATTERS

A. Design-Build Contract Award Request for Re-roofing Projects at the Courthouse and Administration Building

Mr. Robert Marsh, Maintenance Director, stated that the County had received three responses to a bid request for roof replacements on the Courthouse and Administrative buildings. All three contractors were interviewed with each contractor being scored based on their qualifications and responses to the interview questions. After a thorough review of the contractors and their responses staff recommended the bid be awarded to Muter Construction.

If approved by the Board, Muter Construction staff will negotiate a fee for the design phase of the project. After which, Muter Construction will submit a guaranteed maximum price for the construction phase of the projects for Board approval. In the event staff is unable to negotiate a reasonable fee the next competitive contractor will be selected.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to award the design-build contract for the reroofing of the Courthouse and Administration Building projects to Muter Construction and authorize staff to negotiate a fee for design services.

VOTE: Aye-5
Nay-0

B. West Annex Culvert Replacement Bid Award

Mr. Robert Marsh stated that the County's local policy requiring three (3) bids for informal projects as defined by the North Carolina General Statutes was waived at the September 3, 2019, meeting. The County requested bids to be submitted and opened on September 10, 2019, for the West Annex (Cooperative Extension Building) culvert replacement project. Approximately seven contractors were solicited and four contractors requested plans for review; however, since three (3) bids were not received, the project was re-advertised with a deadline of September 18, 2019, in an effort to obtain additional bids. Only one bid was received throughout the entire process and was opened on September 18, 2019. The bid was responsive and met all of the requirements per the bid specifications. J. W. Hampton submitted the bid in the amount of \$254,293.50 which is less than the project budget. Adequate funds are available in the current budget. Due to an urgency to start the project, staff approved J. W. Hampton's bid in the amount of \$254,293.50. Staff would request that the Board formally award the bid to J. W. Hampton in the amount of \$254,293.50.

Commissioner Yates, seconded by Commissioner Turnbow, moved to award the bid to J. W. Hampton, in the amount of \$254,293.50, for construction of the culvert replacement project at the West Annex.

VOTE: Aye-5
Nay-0

PROPERTY TAX APPEAL

Mr. Larry Warren, Tax Administrator, presented a request from a citizen to apply for Senior Exemption status at the September 17, 2019, meeting. The application was required to be filed before June 1st of each year. Staff informed the citizen that both her and her husband's income would be considered because they were still married. The citizen then proceeded to obtain her divorce in June. On August 26, 2019 the citizen came in with a copy of an application where she found at the bottom of the last page a paragraph regarding Late Application upon showing of good cause. Her reason for the submitting the untimely application was that her divorce had not been finalized by the deadline. Staff's recommendation was to deny the application for 2019 in order to not set a precedent for other late filings.

The appeal would have been filed with the Board of Equalization and Review but since this Board has adjourned the appeal is required to be heard by the Board of Commissioners. Mr. Warren presented the tax card showing that the taxpayer was the only owner on record and had always been. Her husband had never been listed as a property owner. Mr. Warren stated that she had several other assets as well.

Commissioner Turnbow, seconded by Commissioner Yates, moved to deny the appeal application based on the additional information received from Mr. Warren.

VOTE: Aye-5
Nay-0

Chairman Welch stated that the citizen could apply for the Senior Exemption status in 2020.

COMMUNITY RECREATION CENTER (CRC) MATTERS

A. Community Recreation Center Update

B. Community Recreation Center Change Order #4 & #5

Mr. Chad Roberson with Clark Nexsen updated the Board on the progress of the construction of the new Community Recreation Center. Bad weather had only impacted 35 days of the project thus far. To date \$21,542,932 has been expended with approximately \$11.4 million left in the budget. The projected finish date at this time is April 25, 2020. The Notice to Proceed for the project was given on October 9, 2018.

Mr. Roberson presented Change Orders #4 and #5 for the Community Recreation Center. The change orders reconcile modifications required due to unsuitable soils, modifications required by the regulatory review and project coordination. To date the budget summary indicates no increase in the total project cost and an owner contingency balance of \$299,157 with contractor contingency of \$611,000 and allowances of \$100,000.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve Change Order # 4 and Change Order # 5 for the Community Recreation Center project.

VOTE: Aye-5
Nay-0

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Budget Amendments

County Manager Geouque reviewed the following budget amendments:

Account #	Description	Debit	Credit
103991-399100	Fund Balance Appropriated		\$500,000
109800-498099	Transfer to Rec Center Capital Project Fund	\$500,000	
493980-398000	Transfer from General Fund		\$500,000
496120-458000	Capital Outlay – Building	\$500,000	

The amendment transferred \$500,000 to the Community Recreation Center Capital Project Fund for water and sewer impact fees to the Town of Boone as approved at the September 17, 2019, Board meeting.

103991-399100	Fund Balance		\$204,165
109800-498021	Transfer to Capital Projects Fund	\$204,165	
213980-398100	Transfer from General Fund		\$204,165
219930-459122	WCS CIP-Classroom Presentation Technology	\$53,368	
219930-459122	WCS CIP-Facilities - Furniture/Equipment	\$55,603	
219930-459122	WCS CIP-Roof Maintenance	\$9,421	
219930-459122	WCS CIP-Security Cameras	\$2,929	
219930-459122	WCS CIP-HVAC/Sewer Pump Replacements	\$170	
219930-459122	WCS CIP-Gym Floor Replacements	\$8,633	
219930-459122	WCS CIP-School Kitchen/Cafeteria Equipment	\$1,176	
219930-459122	WCS CIP-Pre-K Start Up at Bethel	\$28,427	
219930-459122	WCS CIP-WHS Sealant on Track	\$2,216	
219930-459122	WCS CIP-Facilities Study Plan	\$42,222	

The amendment returned unused Capital Improvement Plan (CIP) funds from the completed projects listed above to set aside capital project funds for the schools.

103839-384000	Donation		\$331,000
104199-457001	Capital Outlay – Land	\$331,000	

The amendment recognized the donation of twelve (12) acres of land for Section 4 of the Middle Fork Greenway as approved at the December 3, 2018, Board meeting.

County Manager Geouque presented handouts showing that the Town of Boone had been paid for the water/sewer permit for the Community Recreation Center. Mr. Geouque also shared a timeline clarifying information that had recently been published in the Watauga Democrat regarding the permit fee. Discussion was held regarding the information presented.

Commissioner Turnbow, seconded by Commissioner Yates, moved to approve the budget amendments as presented by County Manager Geouque.

VOTE: Aye-5
Nay-0

B. Proposed Lease Extension for Turner Property

County Manager Geouque stated that Mr. John Turner had requested an extension of his firm's current lease with the County for the law office premises at 136 North Water Street, Boone. His request was for a maximum six month extension through May 30, 2020. He was agreeable to a monthly increase in rent from \$1,000 to \$1,500. The new monthly lease rate would be effective with the rent payable on November 30, 2019, which would be the first month of the extended term. Mr. Turner also agreed to continue to maintain the buildings and grounds through the extended term of the lease. Mr. Geouque stated that the Board could agree to the proposed terms or counter with a month to month lease agreement. Mr. Robert Marsh, Maintenance Director,

has prepared to advertise for a buyer for the house on the property. Mr. Turner is aware that he would need to move as soon as possible if a buyer is found.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the lease extension through May 30, 2020, at an increased monthly rate of \$1,500, with Mr. Turner continuing to maintain the buildings and grounds through the extended term.

VOTE: Aye-5
Nay-0

C. Boards and Commissions

County Manager Geouque share the following for consideration:

Nursing Home Community Advisory Committee

Ms. Stevie John, High Country Council of Government's Regional Long-term Care Ombudsman, submitted Ms. Pat Coley's name for appointment to the Watauga County Nursing Home Community Advisory Committee. Ms. Coley is willing to serve a for one-year term if so appointed. This is a first reading.

Vice-Chairman Kennedy, seconded by Commissioner Wallin, moved to waive the second reading and appoint Ms. Pat Coley to the Nursing Home Community Advisory Committee for a one-year term.

VOTE: Aye-5
Nay-0

Board of Adjustment

The terms of Mr. David Hill, current Chairman, and Mr. Chuck Phillips, current Vice-Chairman, are set to expire in November. Both are willing to continue to serve for additional three (3) year terms. Both are at-large appointees. The Board is in the process of scheduling a meeting for the first or second week in December. In the event appointments have not been made by that time, Mr. Hill and Mr. Phillips would continue to serve until re-appointed or replaced. These are first readings and, therefore, no action was taken.

D. Announcements

County Manager Geouque announced the following:

- A public hearing will be held at 5:30 P.M. on Tuesday, October 15, 2019, to allow citizen comment on proposed amendments to the Valle Crucis Historic District Ordinance.
- The regular meeting scheduled for Tuesday, November 5, 2019, has been moved to Wednesday, November 6, 2019, due to the Commissioners Board Room being used as an official polling place for Election Day. The meeting will be at 8:30 A.M.

PUBLIC COMMENT

Mr. Bert Valery, who started a Senior Softball team five years ago, thanked the Board as well as Parks and Recreation staff for working with him and allowing the use of County fields for practices and games.

CLOSED SESSION

At 9:32 A.M., Commissioner Wallin, seconded by Vice-Chairman Kennedy, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3), Land Acquisition, per G. S. 143-318.11(a)(5)(i), and Personnel Matters, per G. S. 143-318.11(a)(6).

VOTE: Aye-5
Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to resume the open meeting at 10:46 A.M.

VOTE: Aye-5
Nay-0

ACTION AFTER CLOSED SESSION

There was no action after closed session.

ADJOURN

Commissioner Turnbow, seconded by Commissioner Wallin, moved to adjourn the meeting at 10:46 A.M.

VOTE: Aye-5
Nay-0

John Welch, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

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AGENDA ITEM 3:

APPROVAL OF THE OCTOBER 15, 2019, AGENDA

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AGENDA ITEM 4:

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON PROPOSED CHANGES TO THE VALLE CRUCIS HISTORIC DISTRICT ORDINANCE

MANAGER’S COMMENTS:

A public hearing has been scheduled to allow public comment on the proposed amendments to the Valle Crucis Historic District Ordinance. Enclosed is information from the Planning Board and the Valle Crucis Historic District Committee.

After the close of the public hearing, the Board may adopt the text amendment along with the statement of consistency, approve the amendment and statement of consistency with changes, deny the request, or table the decision until the next meeting.

Staff seeks direction from the Board.



WATAUGA COUNTY

*Department of
Planning & Inspections*

331 Queen Street Suite A • Boone, North Carolina 28607

Phone (828) 265-8043
TTY 1-800-735-2962
Voice 1-800-735-8262
or 711
FAX (828) 265-8080

Public Hearing Notice
Watauga County Board of Commissioners
Tuesday, October 15, 2019
5:30 PM

The Watauga County Board of Commissioners will hold a public hearing at 5:30 p.m. on Tuesday, October 15, 2019, in the Commissioners' Board Room at the Watauga County Administration Building located at 814 West King Street, Boone, North Carolina. The purpose of the hearing shall be to allow public comment on proposed amendments to the Valle Crucis Historic District Ordinance. Interested parties are encouraged to attend. For information or questions, please call (828) 265-8043.



WATAUGA COUNTY

Department of
Planning & Inspections

126 Poplar Grove Connector Suite 201 • Boone, North Carolina 28607 (828) 265-8043

TTY 1-800-735-2962

Voice 1-800-735-8262

or 711

FAX (828) 265-8080

APPLICATION FOR ORDINANCE TEXT AMENDMENT

Application is hereby made to amend the following text:

Name of Ordinance: Valle Crucis Historic District Ordinance

Article: 2 Section: 2.3 Page: 4

Article: 2 Section: 2.4 Page: 4-5

Article: 2 Section: 2.5 Page: 5-8

Name of Applicant: Watauga County Board of Commissioners

Address: 814 West King Street, Suite 205

Boone, NC 28607

APPLICATION REQUIREMENTS

All applications for amendments shall contain at least the following:

- a) In case of alleged error: the alleged error in the ordinance which would be corrected by this proposed amendment along with detailed explanation.
- b) In case of changing conditions: the conditions which make the proposed amendment reasonably necessary.
- c) In all other circumstances: the factors and rationale offered in support of the proposed amendment.

Applicants shall note that the zoning ordinance and all amendments thereto are created for the purpose of establishing and maintaining sound, stable and desirable development. The ordinance shall only be amended as required for the promotion of public health, safety or general welfare.

Applicant Signature *Don George* Date 9-3-2019

Proposed Amendments

2.3 Exemption of Bona Fide Farms and Public Schools.

This ordinance shall not be applicable to bona fide farm, but any use of farm property for non-farm purposes is subject to the regulations. Bone Fide Farm purposes include production of crops, fruits, vegetables, ornamental and flowering plants, dairy, poultry and all other forms of agricultural products having a domestic or foreign market.

Sections 2.4, 2.5 shall not be applicable to public schools

Proposed Statement to Attach to Amendment

“In 1990, when the Valle Crucis Historic District Ordinance (the “Ordinance”) was enacted, the Valle Crucis School (the “School”) was the only public school located within the Historic District. The footprint of the School is considered a non conforming use under the Ordinance. However, because of its existence at the time the Ordinance was enacted, the nonconformity has been permitted.

The Watauga County School Board determined that a new school structure was necessary to replace the existing school structure. To that end, the County has been considering two options: (1) replace the old school with a new rebuilding on the current site, or (2) build a new School on a new site. Either option would result in a school structure within the Historic District and subject to the restrictions of the Ordinance.

The amendment is being proposed because, quite simply, the Ordinance does not address public schools. It has defined uses of Residential, Multi-Family, Single Family and Commercial, none of which includes public schools within its definition. Applying the restrictions of the Ordinance, as written, to the construction of a new school within the District, without creating standards unique to schools, will place undue hardship on the County. Indeed, the restrictions of the Ordinance create requirements and features that are not consistent with area, height, placement and performance standards for schools. For example, the building height restriction of 30 ft would prevent the school from having a suitable gymnasium (the standard gymnasium is 40 plus ft).

The proposed amendment is the most straightforward way to address what the County deems to have been an oversight (error) of having failed to address public schools within the ordinance, as well as a changed condition (the need to replace the existing school), both of which make the proposed amendment reasonably necessary. The proposed amendment is designed to avoid compromising the overall purpose of the Ordinance.



STAFF REPORT

Valle Crucis Historic District Text Amendment

DATE: September 9, 2019

APPLICANT: Watauga County Board of Commissioners

STAFF CONTACT: Joe Furman, Director

REQUEST:

The applicant has requested a text amendment to exempt schools from Sections 2.4 and 2.5 of the ordinance.

BACKGROUND:

The Valle Crucis Historic District Ordinance has been in effect since September, 1990. The VCHD Ordinance has only one use district, with all uses permitted, separated by buffering. The Watauga County Board of Commissioners and Board of Education have identified two (2) tracts of land upon which to build a new Valle Crucis School; both are located in the Historic District. The Ordinance does not directly mention schools. The proposed amendment attempts to clarify that schools are not affected by area, height, placement, and performance zoning standards. If adopted, the amended text would not exempt schools from the Certificate of Appropriateness requirements.

PUBLIC HEARING AND NOTICE:

Prior to taking action on any proposed amendments, the Board of Commissioners must hold a duly advertised public hearing in accordance with NCGS §153A-323. Hearing notices will be published as required by statutes.

PLANNING BOARD RECOMMENDATION:

The Planning Board will review and comment on whether the proposed amendment is consistent with the Citizens' Plan for Watauga via a written recommendation addressing plan consistency in accordance with NCGS §153A-344. The plan consistency statement will be provided to the Board of Commissioners prior to the Public Hearing.

COUNTY COMMISSIONERS ACTION:

Prior to adopting or rejecting any proposed amendment, the Board of Commissioners shall adopt a statement of plan consistency and explain why the Board considers the action taken to be reasonable and in the public interest. The plan consistency statement is required by NCGS §153A-341. Commissioners may take one of the following actions:

- a. Approval of the application.
- b. Approval of a modified version of the application.
- c. Denial of the application.

RELATION TO CITIZENS PLAN FOR WATAUGA:

The Board of Commissioners shall consider the plan consistency statement, along with public comment and other relevant information, before making a final determination.

STAFF FINDINGS:

Staff finds the following recommendations in the **Citizens' Plan for Watauga** to have a bearing on this request:

Key Community Services (pg. 48) *Construct a new four classroom building for Valle Crucis School and demolish the existing building prone to flooding.*

Preservation of Community (pg. 56) *Create a strategy for preservation of unique communities that identifies and promotes preservation of significant historic, scenic and cultural features. Encourage restoration and use of historic sites and community landmarks to foster community identity*

PLANNING BOARD STATEMENT OF PLAN CONSISTENCY

VALLE CRUCIS HISTORIC DISTRICT ORDINANCE TEXT AMENDMENT REGARDING SCHOOLS

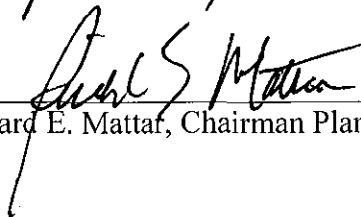
In accordance with NCGS§153A-344, the Planning Board is required to advise and comment on whether a proposed ordinance amendment is consistent with the comprehensive plan and any other applicable long range county plans. The following statement was adopted by the Planning Board on September 16, 2019 and is hereby presented to the Board of Commissioners.

The Planning Board finds the proposed zoning amendments to be consistent with the following findings and recommendations from the Citizen's Plan for Watauga:

Schools are Key Community Services; Valle Crucis School needs to be replaced

The Valle Crucis Historic District will be preserved by the ordinance requirement of Certificate of Appropriateness issuance prior to construction of a new school. Preservation of a community school serves to preserve the community.

September 16, 2019
Date


Richard E. Mattar, Chairman Planning Board

**BOARD OF COMMISSIONERS STATEMENT OF PLAN
CONSISTENCY**
VALLE CRUCIS HISTORIC DISTRICT ORDINANCE TEXT
AMENDMENT REGARDING SCHOOLS



In accordance with NCGS §153A-341, prior to adopting or rejecting any proposed amendment, the Board of Commissioners shall adopt a statement of plan consistency and explain why the Board considers the action taken to be reasonable and in the public interest.

The Board of Commissioners finds the proposed zoning amendment to be consistent with the following findings and recommendations from the Citizen's Plan for Watauga:

Schools are Key Community Services; Valle Crucis School needs to be replaced

The Valle Crucis Historic District will be preserved by the ordinance requirement of Certificate of Appropriateness issuance prior to construction of a new school. Preservation of a community school serves to preserve the community.

Based upon the Statement of Plan Consistency, the Board's finds the following action to be reasonable and in the public interest:

- Approval of the request*
- Approval of the request with the following condition(s):*

- Denial of the request*

Date

John Welch, Chairman Board of County Commissioners

Memorandum

Date: October 10, 2019

To: County Manager, Board of Commissioners

From: Joe Furman

RE: Valle Crucis Historic Preservation Commission Report

Section 3.4 of the Valle Crucis Historic District Ordinance requires the Planning & Inspections Department to refer applications for ordinance amendments to the Planning Board and Valle Crucis Historic Preservation Commission for “study and report.” “The Board of Commissioners shall not enact the proposed amendment until 30 days after such referral or until the Planning Board and Commission makes its report, whichever comes first.” The Planning Board met on September 16, 2019; documentation of their report will be transmitted in a separate memo. The Historic Preservation Commission met October 1, 2019; the report from that meeting is transmitted herewith.

As part of the Commission’s discussion and study of the proposal the Commission chose to receive comments from community members in attendance. Twenty six (26) people attended the meeting; ten (10) spoke. All 10 spoke in opposition to the proposed amendment; it appeared that all in attendance were in opposition. Every effort was made to confine the comments and discussion to the proposed ordinance amendment alone, avoiding discussion of specific tracts of land being considered for the site of a new Valle Crucis School.

Ultimately, the Commission voted 5-0 to recommend that the proposed amendment not be adopted. Primary reasons for this action included: 1) that amending the ordinance to exempt public schools from the area, height, placement, and performance standards of the ordinance would set a precedent for future similar amendments for other uses; 2) that schools should be held to the same standards as other uses to which several of those in attendance, including some Commission members, had been held in the past; 3) that the ordinance to date has effectively preserved the Historic District as described in Section 1.1 (Purposes) of the ordinance, and that adoption of the proposed amendment would undermine those purposes to accommodate construction of a large, new, modern building within the District; and 4) since the local District is also a National Register of Historic Places District, the proposed amendment will not serve it well.

The Commission members recognize that the ordinance was adopted in 1990 as a result of years of hard work and compromise, and firmly believe it should not be weakened. However, they stated a willingness to study the ordinance to determine if any changes are warranted, and report their findings to the Board of Commissioners.

AGENDA ITEM 5:

NATIONAL WEATHER SERVICE PRESENTATION

MANAGER'S COMMENTS:

Mr. Phil Hysell, NWS Blacksburg Warning Coordination Meteorologist, will present the Board with a StormReady Community certification. Mr. Hysell will explain the program and what it means to be a StormReady Community.

The presentation is for information only; therefore no action is required.



Watauga County Emergency Services

184 Hodges Gap Rd, Suite D
Boone, NC 28607
Phone 828-264-4235
Fax 828-265-7617



Fire Marshal ♦ Emergency Management ♦ Communications

September 20, 2019

To: Board of Commissioners

CC: Deron Geouque, County Manager
Anita Fogle, Clerk to the Board

Subject: National Weather Service Presentation

Board of Commissioners,

NWS-Blacksburg Warning Coordination Meteorologist Phil Hysell would like to present the County with official recognition as a StormReady Community. This certification comes as a joint effort involving multiple County employees, Watauga County Schools, NC Emergency Management, and the National Weather Service. I have attached a flyer provided by Mr. Hysell that provides additional information about the StormReady program.

Respectfully,

Will Holt
ES Director



Over 90% of all presidentially declared disasters are weather related, leading to around 500 deaths and over \$23 billion in damage per year. To help Americans guard against the ravages of severe weather, the National Weather Service (NWS), in partnership with emergency management, designed the voluntary StormReady program.

StormReady provides jurisdictions with a standard level of preparedness for hazardous weather and recognizes emergency managers for their hard work. Since the program's inception in 1999, over 2,300 counties, communities, universities, tribal nations, commercial

enterprises, government offices and military installations have been recognized as StormReady.

What are the eligibility guidelines?

Guidelines are based on population and include:

- ✓ Establishing a 24-hour Warning Point (WP) and Emergency Operations Center (EOC) with redundant methods for receiving NWS warnings and relaying them to the public, including NOAA Weather Radios placed in key facilities
- ✓ Ensuring hazardous weather is addressed in Emergency Response Plans
- ✓ Providing education and outreach about hazardous weather, including a Skywarn Weather Spotter network
- ✓ Maintaining a strong working relationship between the emergency manager and the local NWS Forecast Office
- ✓ Ensuring EOC/WP is able to monitor local weather observation data for hazardous conditions

How does our site apply?

The appropriate community or county or EOC official completes a StormReady application based on population. The application is online at www.stormready.noaa.gov. Once completed, you submit the application to the local National Weather Service office. It is then reviewed by the local StormReady board, comprised of NWS representatives and local and state emergency management.

Any benefits for becoming StormReady?

- ✓ Helps save lives during severe weather events (e.g., [Caledonia, MS EF-3 tornado Jan 2008](#))
- ✓ May make eligible for up to 25 ISO/Community Rating System points to possibly lower National Flood Insurance Plan premiums
- ✓ Improves coordination and timeliness of hazardous weather warning reception and dissemination
- ✓ Provides an image incentive to your community



When seconds count, StormReady communities are prepared!

How are StormReady communities recognized?

A local StormReady board, comprised of NWS officials and state and local emergency managers, reviews your application. The board conducts a site visit to verify the application and then either approves the recognition or recommends improvements. StormReady recognitions are valid for 3 years, at which time a simple renewal process must occur.

Once officially recognized, your local NWS office will arrange an optional ceremony in your community commending the preparedness efforts of your civic leaders and emergency responders. You will receive a formal notification letter and certificate from your local NWS office plus a StormReady sign suitable for display in public buildings, your EOC, or other public location. You'll also join the growing list of recognized StormReady communities on our national web site.



StormReady Supporters

An entity that promotes the principles and guidelines of the StormReady program but is unable to meet all the formal recognition guidelines may be eligible to become a StormReady Supporter. Examples of StormReady Supporters include, but are not limited to, businesses, hospitals, shopping centers and malls, schools, nuclear power plants, scout camps, museums and stadiums. Any of these sites can also receive full StormReady recognition.

StormReady partnership with IAEM and NEMA

StormReady is administered through a National StormReady Board that includes representatives from NWS, the International Association of Emergency Managers (IAEM) and the National Emergency Management Association (NEMA). The National StormReady Board addresses challenges, prioritizes projects and identifies future goals for the program. A long standing goal for the board is to establish more incentives such as a StormReady grant, that will better support jurisdictions in becoming StormReady and maintaining their ability to deal with hazardous weather.



“StormReady helped Lewis and Clark County upgrade its Community Rating System (CRS) rating from a 9 to an 8, which means a 10% discount in NFIP flood insurance premiums. It also provided the impetus for the county to provide NOAA Weather radios to 50 public buildings in Helena, East Helena, and the rest of the county, including 23 schools. I heartily endorse the program and remain a strong supporter of StormReady.” -Disaster and Emergency Services, Lewis and Clark County, MT

Find out more!

Contact your local NWS Warning Coordination Meteorologist local emergency manager for further information about the StormReady or the StormReady Supporter program: www.stormready.noaa.gov/contact.htm

From tornadoes to flash floods, hurricanes to winters storms—help us build a StormReady nation more resilient to hazardous weather!

National Weather Service	www.weather.gov
International Association of Emergency Managers	www.iaem.com
National Emergency Management Association	www.nemaweb.org
StormReady	www.stormready.noaa.gov

AGENDA ITEM 6:

SHERIFF'S OFFICE RADIO PURCHASE REQUEST

MANAGER'S COMMENTS:

The Sheriff's Office will request to purchase eight (8) new radios for patrol vehicles. The radios will be placed in newly purchased vehicles for the current fiscal year. The cost per radio is \$5,273.56 for a total cost of \$42,188.50.

Adequate funds are included in the Fiscal Year 2019-2020 budget to cover the expenditure. Board action is required to authorize the purchase of the eight (8) new radios in the amount of \$42,188.50.

Board action is required to award the bid.



WATAUGA COUNTY SHERIFF'S OFFICE

184 HODGES GAP ROAD
BOONE, NORTH CAROLINA 28607
(828) 264-3761 • FAX (828) 263-5345

LEN D. HAGAMAN, JR.
SHERIFF



To: Deron Geouque- Watauga County Manager

From: Major Kelly Redmon

Ref: Purchase of Law Enforcement Radios

The Watauga County Sheriff's Office request approval to purchase 8 Kenwood dual band radios; for patrol vehicles, from Mobile communications Inc. The total cost for these radios is \$42,188.50.

The funds for these radios is available in the Sheriff's Budget for FY 2019-20



Mobile Communications Inc

119 Griffith Plaza Drive
Winston Salem, NC 27103

Estimate

Date	Estimate #
9/30/2019	19-0576

Name / Address

Watauga County Sheriffs Office
184 Hodges Gap Rd
Boone, NC 28607

Ship To

Watauga County Sheriffs Office
184 Hodges Gap Rd
Boone, NC 28607

Item	Description	Qty	Rate	Total	P.O. No.	Terms	Rep
						Net 30	MDH
VM7730HBF-P	Kenwood Viking VM7000 VHF High Power mobile radio.	8	3,100.00	24,800.00T			
VM7930BF-S	Kenwood Viking 7/800mhz mobile radio RF deck only	8	1,100.00	8,800.00T			
kch-20RV	Kenwood Viking control head	8	700.00	5,600.00T			
KCT-71M3	Remote Cables [25 feet]	8	82.00	656.00T			
KMC-65M	Kenwood Viking mobile mic	8	53.00	424.00T			
KCT-23M3	CABLE(DC CABLE)23FEET M-POWER	8	35.00	280.00T			
KCT-23M4	DC Cable (50-110W Remote mount)	8	46.00	368.00T			
KMB-33M	Mounting Bracket	1	14.50	14.50T			
KMB-36	Kenwood High Power radio mounting bracket	8	77.00	616.00T			
KCT-71M4	Kenwood Control cable 1.6ft	8	46.00	368.00T			
KRK-17BF	Remote Kit for Viking/ connect external speakers	8	100.00	800.00T			
KES-5	external speaker 20w Kenwood 90 series	16	61.25	980.00T			
KAP-2	Horn alert/PA relay kit: Kenwood	8	64.00	512.00T			
8322000002	P25 Conventional software	8	350.00	2,800.00T			
8322000005	P25 Phase I trunking option	8	125.00	1,000.00T			
8322000006	Kenwood Viking P25 Phase II trunking option	8	400.00	3,200.00T			
8323000004	Kenwood Viking Multi Key AES and ARCH4 encryption	8	475.00	3,800.00T			
Programming	Programming charge \$49 per viper radio	8	0.00	0.00T			
Programming	Programming charge \$20.00 per VHF radio	8	0.00	0.00T			
TAD6113A	antenna kit VHF 1/4 wave 152-162	8	25.00	200.00T			
RAF4021ARA	antenna 800 MHz kit with coax cable and antenna	8	35.00	280.00T			
This is a Formal Quote Valid for 60 days.					Subtotal		
Phone #	Fax #	Web Site	Sales Tax (6.75%)				
3367938259	1-877-463-2830	www.mobilecomminc.com	Total				



Mobile Communications Inc
 119 Griffith Plaza Drive
 Winston Salem, NC 27103

Estimate

Date	Estimate #
9/30/2019	19-0576

Name / Address

Watauga County Sheriffs Office
 184 Hodges Gap Rd
 Boone, NC 28607

Ship To

Watauga County Sheriffs Office
 184 Hodges Gap Rd
 Boone, NC 28607

P.O. No.	Terms	Rep
	Net 30	MDH

Item	Description	Qty	Rate	Total
SHIPPING discount	Shipping and Handling	1	85.00	85.00T
	GSA discount		-13,395.00	-13,395.00

This is a Formal Quote Valid for 60 days.

			Subtotal	\$42,188.50
Phone #	Fax #	Web Site	Sales Tax (6.75%)	\$2,847.72
3367938259	1-877-463-2830	www.mobilecomminc.com	Total	\$45,036.22

AGENDA ITEM 7:

PROJECT ON AGING MATTERS

A. Annual Report

MANAGER'S COMMENTS:

Ms. Angie Boitnotte, Project on Aging Director, will submit the Fiscal Year 2019 annual comprehensive evaluation of the agency's operations and policies as required by the NC Division of Health Service Regulation.

Board action is requested to accept the annual report.



Watauga County Project on Aging

132 Poplar Grove Connector, Suite A • Boone, North Carolina 28607

Website: www.wataugacounty.org/aging angie.boitnotte@watgov.org

Telephone 828-265-8090 Fax 828-264-2060 TTY 1-800-735-2962 Voice 1-800-735-8262 or 711

MEMORANDUM

TO: Deron Geouque, County Manager

FROM: Angie Boitnotte, Director

DATE: October 8, 2019

SUBJ: Request for Board of Commissioners' Consideration: Project on Aging Annual Report

The NC Division of Health Service Regulation requires the Project on Aging to conduct an annual comprehensive evaluation of agency operations and policies which must be presented to the Board of County Commissioners. The attached annual report addresses statistical information as to clients, services, and revenues as required by licensure standards.

I plan to be present for discussion and questions.

**PROGRAM EVALUATION
NCDHSR LICENSURE REQUIREMENTS**

As required by the NC Division of Health Service Regulation, the Project on Aging Director must conduct an annual comprehensive evaluation of agency operations and policies. The evaluation shall assure the appropriateness and quality of the agency's services with findings used to verify policy implementation, to identify problems, and to establish problem resolution and policy revision as necessary.

An overall policy and administration review was conducted on the following areas: scope of services offered, arrangements for services with other agencies or individuals, admission and discharge policies, supervision and plan of care, emergency care, service records, personnel qualifications, and program evaluation.

The attached annual report addresses statistical information regarding: number of clients receiving each service; number of visits or hours for each service; client outcomes; adequacy of staff to meet client needs; numbers and reasons for non-acceptance of clients; and reasons for discharge.

**WATAUGA COUNTY PROJECT ON AGING
FY 19 ANNUAL REPORT
JULY 1, 2018 – JUNE 30, 2019**

FY 19 Budget

Budgeted Amount	\$ 1,417,618	
Expenditures	<u>1,281,296</u> (90%)	
Balance (under)	\$ 136,322 (10%)	

FY 19 Revenue

Medicaid	\$ 72,160	}	\$464,348
DSS Contract	11,497		
Donations/Fees	30,275		
HCCBG, State funds, NSIP	318,121		
E & D Transportation	10,425		
State Senior Center Allocation	14,257		
SHIP Grant	7,613		
Watauga County ¹	\$ 816,948		
Total Revenue	\$1,281,296		

1 \$37,188 minimum match was required for federal and state grants.

CAP/DA MEDICAID

The Community Alternatives Program for Disabled Adults (CAP/DA and CAP/CHOICE) provided services to 34 Medicaid clients who were certified as medically eligible to enter a nursing home but who preferred to stay at home. Medicaid funds received are based on billable services to CAP/DA and CAP/CHOICE clients and are as follows:

	<u>NUMBER SERVED</u>	<u>AMOUNT BILLED</u>
Home Delivered Meals	745 meals	\$ 2,227.55
Case Management	1062.5 hours	60,095.00
Waiver Supplies	16 clients	<u>13,969.56</u>
Total		\$ 76,292.11
		(\$72,159.56 or 94.5% collected)

D.S.S. CONTRACT

The Project on Aging contracts with the Watauga County Department of Social Services to provide in-home aide services to disabled adults between the ages of 18 and 60, who have physical and/or mental disabilities.

733 Hours

\$11,497.00

HOME AND COMMUNITY CARE BLOCK GRANT

The Home and Community Care Block Grant consists of Federal Older Americans Act funds, required State match, and additional State legislative allocations. The United States Department of Agriculture reimburses .60 per meal through a program called Nutritional Services Incentive Program (NSIP) for each eligible meal served.

In-Home Aide Level I	\$99,061
In-Home Aide Level II	39,075
Home Delivered Meals	86,431
Congregate Meals	51,554
NSIP	26,203
Transportation	<u>15,797</u>
Total	\$318,121

SERVICES SUMMARY

DESCRIPTION	UNITS SERVED	# of CLIENTS
Congregate Meals	15,570	468
Home Delivered Meals	19,807	144
CAP Home Delivered Meals	745	4
Transportation (HCCBG / E & D)	3,695	73
In-Home Aide Level I	7,057	137
In-Home Aide Level II	3,613	55
Respite Level I & II	1,143	14
DSS In-Home Aide	733	15
Medical Loan Closet	--	71

(Funding sources – County, HCCBG, Medicaid, DSS Contract, E&D)

UNITS PROVIDED BY FUNDING SOURCE

SERVICE	HCCBG	COST SHARE	COUNTY	TOTAL
Congregate Meals	7,302	672	7,596	15,570
Home Delivered Meals*	10,033	1,794	7,980	19,807
IHA Level I	4,180	163	2,714	7,057
IHA Level II	1,651	53	1,909	3,613
Respite I & II	0	22	1,121	1,143
DSS IHA**	0	0	94	94
Transportation***	1,833	28	357	2,218
TOTALS	24,999	2,732	21,771	49,502
	50%	6%	44%	

*HDM – 745 CAP Meals; **DSS IHA – 639 DSS Units; ***Transportation – 1,477 E & D Trips

CLIENT OUTCOMES

112 clients receiving in-home services were discontinued in FY 19 for the following reasons:

- 31 Services not needed (improved, client request)
- 26 Placed in a LTC Facility
- 23 Death
- 11 Moved out of County
- 11 Hired Caregiver / Private Home Care / Hospice Care
- 7 Off Over 30+ Days
- 3 Alternate Living Arrangements

NON-ACCEPTANCE of CLIENTS

40 clients were referred for services in FY 19 who were not placed on service roles.

CAP – 8

- 3 Other services in place; CAP not needed
- 2 No response from client
- 1 Moved out of County
- 1 Medicaid issues (eligibility, deductible, estate recovery)
- 1 Placed in nursing facility / chose to stay in nursing facility

In-Home Aide – 32

- 13 Needs met through other services/support
- 10 Declined services
 - 3 Nursing Facility
 - 2 Not eligible
 - 2 Hospice
 - 1 Deceased
 - 1 No response from client

STAFF SUMMARY

The following staff worked in providing In-Home Services during FY 19:

- 8 In-Home Aides
- 1 In-Home Aide Supervisor
- 1 Home Delivered Meals Coordinator
- 2 PT CAP Case Managers (20 hrs/week each)
- 1 PT RN (CAP and IHA) (20 hrs/week)

SENIOR CENTER REPORT

The mission of the Lois E. Harrill Senior Center and the Western Watauga Community Center is to create an environment that encourages independence in older adults and promotes their active participation in all aspects of their lives.

The Senior Centers continue to grow with many activities being requested especially in the areas of wellness/fitness and computers. The Senior Centers provided a variety of classes to include many different exercise/moving classes, sewing, needlework, jewelry, wood carving, pottery, art, and craft classes. SHIP volunteers continue to go out into the community to assist with enrolling new Medicare clients into prescription drug plans and have also helped many apply for extra help, thus lowering the cost of their monthly premiums. During FY19, the SHIP volunteers and staff assisted 485 Medicare recipients with Medicare questions, prescription drug plans and supplements.

LOIS E. HARRILL SENIOR CENTER

Congregate Participants	228
AARP Tax Assistance	133
ASU Interns, Volunteers, etc.	92
Center Classes, Activities, and Services	3,754
Newsletter	600
Incontinence Products Program	25

WESTERN WATAUGA COMMUNITY CENTER

Congregate Participants	186
AARP Tax Assistance	82
ASU Interns, Volunteers, etc.	57
Center Classes, Activities, and Services	280
Community Center	2,061

CLIENT DEMOGRAPHICS

During FY 19, more females than males were served through the In-Home Services programs; 76% of the clients were female, and 24% of the clients were male. Forty-two percent (42%) of the In-Home Services clients served were classified as economically needy, while 100% of in-home clients were classified as at-risk or high-risk for being placed in a facility or not being able to remain in their own homes. The majority of the clients served were over the age of 75 (62%) while 91% were over the age of 60.

NARRATIVE SUMMARY

The Project on Aging's revenues were more than projected during FY 19, while expenditures were less than projected. We also maintained a Medicaid revenue collection rate of 94.5%.

Nutrition services increased in both Home Delivered Meals and Congregate Nutrition; 20,552 (+1,868) Home Delivered Meals were delivered to 148 (-2) frail adults, while 15,570 (+553) Congregate meals were served to 468 (+60) clients. We did not serve meals seven (7) days during FY 19 due to inclement weather. Emergency meals were provided to Home Delivered Meals clients to cover those days.

Services were delivered below the prior year's level for In-Home Aide Services; 12,546 (-68) hours of In-Home Aide Services were delivered to 221 (-11) frail adults.

Transportation services were also delivered below the prior year's level with 3,695 trips (-280) provided to 73 clients (11).

During FY 19, the Home Delivered Meals program averaged 91 clients at any given time with an average of less than 1 on the waiting list. The In-Home Aide program averaged 159 clients with 18 on the waiting list, while the CAP program maintained an average caseload of 29 clients with no waiting list. The Congregate Nutrition Program averaged 211 clients and the Transportation program averaged 22 clients. Neither program maintained a waiting list during FY19.

The Project on Aging continues to serve as the focal point for Aging Services in Watauga County. The agency encourages independence and promotes wellness by providing supportive services to the County's older adults thereby helping to prevent premature institutionalization. The Project on Aging will continue to focus on providing services to the frailest, oldest, and poorest residents. Currently, by census projection, there are 11,000+ residents in Watauga County over the age of 60. As the at-home population becomes older and frailer with more acute needs for services, the demand for services will continue to increase. The Project on Aging continues to maximize its efforts in service delivery and utilized more than 300 volunteers in the delivery of services during FY19.

AGENDA ITEM 7:

PROJECT ON AGING MATTERS

B. Request to Accept FY 2020 Senior's Health Insurance Information Program (SHIIP) Grant/Contract

MANAGER'S COMMENTS:

Ms. Angie Boitnotte, Director of Project on Aging (POA), will request the Board accept the FY 2020 grant/contract for the Senior's Health Insurance Information Program (SHIIP). The grant is for \$4,722 and requires no County funds. The funds are used to provide assistance and outreach to low-income citizens.

Board approval is required to accept the Senior's Health Insurance Information Program (SHIIP) grant in the amount of \$4,722.



Watauga County Project on Aging

132 Poplar Grove Connector, Suite A • Boone, North Carolina 28607

Website: www.wataugacounty.org/aging angie.boitnotte@watgov.org

Telephone 828-265-8090 Fax 828-264-2060 TTY 1-800-735-2962 Voice 1-800-735-8262 or 711

MEMORANDUM

TO: Deron Geouque, County Manager

FROM: Angie Boitnotte, Director

DATE: October 8, 2019

SUBJ: Request for Board of Commissioners' Consideration – Acceptance of the FY 2020 SHIIP Grant/Contract

The Project on Aging is eligible to receive a grant from the Senior's Health Insurance Information Program (SHIIP) which is a division of the North Carolina Department of Insurance. The grant amount is \$4,722 and does not require a local match.

The funds are to be used to conduct outreach events, provide open enrollment for Medicare Part D, coordinate a volunteer recognition event, provide counseling clinics, expand Low Income Subsidy (LIS) outreach and enrollment, and to cover the cost of the SHIIP Coordinator's attendance at the SHIIP Coordinator's Training Conference.

I recommend acceptance of these funds and will be present for questions or discussion.

STATE OF NORTH CAROLINA
COUNTY OF WAKE

Grant Name: CDAP - State Health Insurance Assistance Program
Federal Awarding Agency: US Department of Health & Human Services,
Administration for
Community Living

CFDA # 93.324 Fiscal Year: 2019-2020
Grant Award # 90SAPG0027-03-01 Performance Period: 7/1/2019 - 6/30/2020
Cost Center: 16001636g9 Award Amount \$ 4,722.00
Account # 536405 Federal Award Date: 4/19/19

Contract Between

Recipient:

State of North Carolina
Department of Insurance
SHIIP Division

Subrecipient:

Name: Watauga Co Proj on Aging/LEH Sr Ctr
County: Watauga
Tax ID/FIN# 56-6001816
DUNS # 89988216

This Contract and its attachments shall be completed and returned to the Recipient within 45 days of receiving the electronic document in order for the Recipient to process the award and provide funds to the Subrecipient. The Subrecipient shall provide the Recipient with progress reports and a final report detailing the Subrecipient's use of State funds.

1. Contract Documents: This Contract shall consist of the following documents, incorporated herein by reference:

- (1) This Contract;
- (2) General Terms and Conditions for Public Sector Contracts (Attachment A)
- (3) Statement of Work (Attachment B)
- (4) Line Item Budget and Budget Narrative (Attachment C)
- (5) Certifications Regarding, Drug-Free Work-Place; Lobbying; and Debarment, Suspension and Other Responsibility Matters (Attachment D)

These documents constitute the entire agreement between the Parties and supersede all prior statements or agreements.

2. Precedence Among Contract Documents: In the event of a conflict between or among the terms of the Contract Documents, the terms in the Contract Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed in Paragraph 1, above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple Contract Amendments, the most recent amendment shall have the highest precedence and the oldest amendment shall have the lowest precedence.

3. Subrecipient's Duties: The Subrecipient shall provide the services as described in Attachment B with the terms of this Contract and in accordance with the approved budget in Attachment C. The Subrecipient shall maintain and make available all records, papers, vouchers, books, correspondence or other documentation or evidence at reasonable times for review, inspection or audit by duly authorized officials of the Recipient, the North Carolina State Auditor, or applicable federal agencies. Upon termination of contract as a SHIIP Coordinating Site, any equipment or property less than five (5) years old purchased by Subrecipient with grant funds to perform SHIIP functions shall be returned to the Recipient in good working order. The

Subrecipient shall submit to the Recipient all plans, reports, documents or other products that the Recipient may require, in the form specified by the Recipient, including at the least following:

- A) A final budget report of expenses incurred during the contract period date;
- B) A mid-year report of the contracted activities of the Subrecipient due by January 31;
- C) A final comprehensive report within sixty (60) days of the project end date; due on or before August 31.

4. **Recipient's Duties:** The Recipient shall reimburse the Subrecipient for the costs of services and activities described in Attachment B and in accordance with the approved budget in Attachment C. The Recipient shall monitor the Subrecipient for compliance with the terms of this Contract; and shall specify all reports and other deliverables required from the Subrecipient. The Recipient shall pay the Subrecipient in the manner and in the amounts specified in the Contract Documents.

a. There are no matching requirements from the Subrecipient.

b. The Subrecipient's matching requirement is \$n/a, which shall consist of:

- In-kind Cash
- Cash and In-kind Cash and/or In-kind

The contributions from the Subrecipient shall be source from non-federal funds.

5. **Conflict of Interest Policy:** The Recipient has determined that this Contract is not subject to NCGS 143C-6-22 & 23.

In Process

6. **Reversion of Unexpended Funds:** Any unexpended grant funds shall revert to the Recipient upon termination of this Contract.

7. **Grants:** The Subrecipient has the responsibility to ensure that all sub-grantees, if any, provide all information necessary to permit the Subrecipient to comply with the terms and conditions set forth in this Contract. The grant award for the contract is not to be used for Research & Development (R&D).

8. **Payment Provisions:** As provided in NCGS 143C-6-21 this Contract is an annual appropriation of \$100,000 or less to or for the use of a non-profit corporation and payment shall be made in a single annual payment.

9. **Contract Administrators:** All notices permitted or required to be given by one Party to the other and all questions about the contract from one Party to the other shall be addressed and delivered to the other Party's Contract Administrator. The name, address, telephone number and fax number of the Parties' respective initial Contract Administrators are set out below. Either Party may change the name, address, telephone number and fax number of its Contract Administrator by giving timely written notice to the other Party.

For the Recipient:

Melinda Munden, Deputy Commissioner
SHIIP Division
1201 Mail Service Center
Raleigh, NC 27699-1201

Telephone: 919-807-6900

For the Subrecipient:

Billie Lister
Watauga Co Proj on Aging/LEH Sr Ctr
814 W. King St, Rm 216
Boone, NC 28607

Telephone: 828-265-8090

10. **Supplementation of Expenditures of Public Funds:** The Subrecipient assures that funds received under this Contract shall be used only to supplement, not to supplant, the total amount of federal, state and local public funds the Subrecipient otherwise expends for SHIIP services and related programs. Funds received

under this Contract shall be used to provide additional public funding for such services; the funds shall not be used to reduce the Subrecipient's total expenditure of other public funds for such services.

11. **Disbursements:** As a condition of this Contract, the Subrecipient acknowledges and agrees to make disbursements in accordance with the following requirements:
 - a. Implement adequate internal controls over disbursements;
 - b. Pre-audit all vouchers presented for payment to determine:
 - Validity and accuracy of payment;
 - Payment due date;
 - Adequacy of documentation supporting payment; and
 - Legality of disbursement;
 - c. Assure adequate control of signature stamps/plates;
 - d. Assure adequate control of negotiable instruments; and
 - e. Implement procedures to ensure that the account balance is solvent and reconcile the account monthly.
12. **Outsourcing:** The Subrecipient certifies that it has identified to the Recipient all jobs related to the Contract that have been outsourced to other countries, if any. Subrecipient further agrees that it will not outsource any such jobs during the term of this Contract without providing notice to the Recipient.
13. **Executive Order # 24:** NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.
14. **Audit:** The Recipient reserves the right to conduct an audit through the NCSMP Program Director. The Subrecipient must permit access to records and financial statements by the audit staff of Recipient as necessary.
15. **Federal Certifications:** The Subrecipient agrees to execute the following federal certifications that are attached to this agreement (applicable when receiving federal funds).
 - A. Certification Regarding Lobbying.
 - B. Certification Regarding Department.
 - C. Certification Regarding Drug-Free Workplace Requirements.

16. **Signature Warranty:** The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement.

Subrecipient:

BY: _____
Billie Lister

DATE: 10/08/2019

Division of SHIP,

BY: _____
DocuSigned by:
Melinda Munden
Melinda Munden

DATE: 10/08/2019

BY: _____


DATE: _____

In Process

BY: _____

DATE: _____

Contract is not executed until last signature is obtained.

Reviewed by: 

Controller's Office Review:

Attachment A
General Terms and Conditions

DEFINITIONS

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. Some definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein.

- (1) "Recipient" (as used in the context of the definitions below) shall mean and include every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political sub-agency of government. For other purposes in this Contract, "Recipient" shall mean the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Recipient to the Office of the State Auditor that states that the Subrecipient has met the reporting requirements established by this Subchapter and included a statement of certification by the Recipient and copies of the submitted Subrecipient reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the Recipient, Subrecipient, and subrecipient.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an Recipient, Subrecipient, or subrecipient to carry out activities whereby the grantor anticipates no programmatic involvement with the Subrecipient or subrecipient during the performance of the grant.
- (10) "Subrecipient" has the meaning in NCGS 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Subrecipient" shall mean the entity identified as one of the parties hereto.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in NCGS 143C-1-1(d)(18): Any of the following that is not a State agency: An individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in NCGS 143C-1-1(d)(22): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of Federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal financial assistance received by the State and transferred or disbursed to non-State entities. Both Federal

and State funds maintain their identity as they are subrecipient to other organizations. Pursuant to NCGS 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the State Health Plan for Teachers and State Employees, or other similar medical programs.

- (17) "Subrecipient" has the meaning in NCGS 143C-6-23(a)(3): a non-State entity that receives State funds as a grant from a grantee or from another subrecipient but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.
- (18) "Unit of Local Government" has the meaning in NCGS 143C-1-1(d)(29): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by NCGS 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Subrecipient is and shall be deemed to be an independent contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Subrecipient represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Recipient.

Subcontracting: The Subrecipient shall not subcontract any of the work contemplated under this Contract without prior written approval from the Recipient. Any approved subcontract shall be subject to all conditions of this Contract. Only the subcontractors or subrecipients specified in the contract documents are to be considered approved upon award of the contract. The Recipient shall not be obligated to pay for any work performed by any unapproved subcontractor or subrecipient. The Subrecipient shall be responsible for the performance of all of its subrecipients and shall not be relieved of any of the duties and responsibilities of this Contract.

Subrecipients: The Subrecipient has the responsibility to ensure that all subrecipients, if any, provide all information necessary to permit the Subrecipient to comply with the standards set forth in this Contract.

Assignment: No assignment of the Subrecipient's obligations or the Subrecipient's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, the State may:

- (a) Forward the Subrecipient's payment check(s) directly to any person or entity designated by the Subrecipient, or
- (b) Include any person or entity designated by Subrecipient as a joint payee on the Subrecipient's payment check(s).

In no event shall such approval and action obligate the State to anyone other than the Subrecipient and the Subrecipient shall remain responsible for fulfillment of all contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, shall be strictly reserved to the Recipient and the named Subrecipient. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Recipient and Subrecipient that any such person or entity, other than the Recipient or the Subrecipient, receiving services or benefits under this Contract shall be deemed an incidental beneficiary only.

Ineligible Vendors: As provided in G.S. 147-86.59 and G.S. 147-86.82, the following companies are ineligible to contract with the State of North Carolina or any political subdivision of the State: a) any company identified as engaging in investment activities in Iran, as determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, and b) any company identified as engaged in a boycott of Israel as determined by appearing on the List of restricted companies created by the State Treasurer pursuant to G.S. 147-86.81. A contract with the State or any of its political subdivisions by any company identified in a) or b) above shall be void ab initio.

Indemnity

Indemnification: The Subrecipient agrees to indemnify and hold harmless the Recipient, the State of North Carolina, and any of their officers, agents and employees, from any claims of third parties arising out of any act or omission of the Subrecipient in connection with the performance of this Contract to the extent permitted by law.

Default and Termination

Termination by Mutual Consent: The Parties may terminate this Contract by mutual consent with 60 days' notice to the other party, or as otherwise provided by law.

Termination Without Cause: The Recipient may terminate this contract without cause by giving 60 days written notice to the Contractor. In that event, all finished or unfinished deliverable items prepared by the Contractor under this contract shall, at the option of the Recipient, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

Termination for Cause: If, through any cause, the Subrecipient shall fail to fulfill its obligations under this Contract in a timely and proper manner, the Recipient shall have the right to terminate this Contract by giving written notice to the Subrecipient and specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by the Subrecipient under this Contract shall, at the option of the Recipient, become its property and the Subrecipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the Subrecipient shall not be relieved of liability to the Recipient for damages sustained by the Recipient by virtue of the Subrecipient's breach of this agreement, and the Recipient may withhold any payment due the Subrecipient for the purpose of setoff until such time as the exact amount of damages due the Recipient from such breach can be determined.

Waiver of Default: Waiver by the Recipient of any default or breach in compliance with the terms of this Contract by the Subrecipient shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Contract unless stated to be such in writing, signed by an authorized representative of the Recipient and the Subrecipient and attached to the contract.

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Recipient.

Force Majeure: Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or state statutes of limitation.

Health Insurance Portability and Accountability Act (HIPAA): The Contractor agrees that, if the Recipient determines that some or all of the activities within the scope of this contract are subject to the Health Insurance Portability and Accountability Act of 1996, P.L. 104-91, as amended ("HIPAA"), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the Recipient may require to ensure compliance.

Executive Order # 24: "By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who have a contract with a governmental agency; or have performed under such a contract within the past year; or anticipate bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and NCGS Sec. 133-32.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24."

Intellectual Property Rights

Copyrights and Ownership of Deliverables: All deliverable items produced pursuant to this Contract are the exclusive property of the Recipient. The Subrecipient shall not assert a claim of copyright or other property interest in such deliverables.

Compliance with Applicable Laws

Compliance with Laws: The Subrecipient shall comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Subrecipient shall comply with all federal and state laws relating to equal employment opportunity.

Confidentiality

Confidentiality: Any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Subrecipient under this agreement shall be kept as confidential and not divulged or made available to any individual or organization without the prior written approval of the Recipient. The Subrecipient acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract.

Oversight

Access to Persons and Records: The State Auditor shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with NCGS 147-64.7. Additionally, as the State funding authority, the Recipient and all applicable federal agencies or their agents shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions.

Record Retention: Records shall not be destroyed, purged or disposed of without the express written consent of the Recipient. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal

Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Miscellaneous

Choice of Law: The validity of this Contract and any of its terms or provisions, as well as the rights and duties of the parties to this Contract, are governed by the laws of North Carolina. The Subrecipient, by signing this Contract, agrees and submits, solely for matters concerning this Contract, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Contract and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Recipient and the Subrecipient.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Key Personnel: The Contractor shall not replace any of the key personnel assigned to the performance of this contract without the prior written approval of the Recipient. The term "key personnel" includes any and all

persons identified as such in the contract documents and any other persons subsequently identified as key personnel by the written agreement of the parties.

Care of Property: The Subrecipient agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the Recipient for loss of, or damage to, such property. At the termination of this Contract, the Subrecipient shall contact the Recipient for instructions as to the disposition of such property and shall comply with these instructions.

Travel Expenses: Reimbursement to the Subrecipient for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation.

State rates should be used as guidelines. International travel shall not be reimbursed under this Contract.

Sales/Use Tax Refunds: If eligible, the Subrecipient and all subrecipients shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to NCGS 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Subrecipient shall not use the award of this Contract as a part of any news release or commercial advertising, except as allowed in Attachment B.

In Process

Attachment B

For the period 7/1/2019 - 6/30/2020

Statement of Work

Subrecipient: Watauga Co Proj on Aging/LEH Sr Ctr

This statement should be a short summary describing what the Subrecipient does and how the Subrecipient will use these funds. The terms of the contract between the SHIIP office and the agencies require local programs meet these goals for the contract period. The uses of these funds are not limited to but MUST include the following activities:

1. Initiate and develop relationships with local community partners such as, Community Health Centers, Chambers of Commerce, Realtor Associations, Community Arts Programs, Parks & Recreation Departments, etc.... to promote SHIIP's toll-free number and services provided by SHIIP;
2. Conduct a minimum of seven (7) dedicated enrollment events (counseling clinics) -one (1) must be dedicated to the disability population-during the period of 10/15/19 through 12/7/19 and conduct two (2) or more counseling clinics during the period of 1/1/20 through 3/31/20;
3. Conduct a minimum of two (2) presentations - at least one (1) New to Medicare or Medicare 101 presentation to the general public and one (1) Medicare Education presentation to a disability group or potential Extra Help group in your county including information on the Senior Medicare Patrol Program, Medicare Fraud and new Medicare cards; and represent SHIIP at a minimum of two (2) health fairs/senior fairs/special events utilizing local certified SHIIP counselors;
4. Submit Beneficiary Contact and Group Outreach and Education and Media Outreach and Education forms by the 15th of the month following the counseling session or event through the Federal reporting system STARS website for the date range of 4/1/2019 through 3/31/2020;
5. Counsel at least three (3) percent of the county's Medicare population while striving toward a goal of reaching five (5) percent of the county's Medicare population and report in the Federal reporting system STARS for the date range of 4/1/2019 through 3/31/2020;
6. Attend the Annual SHIIP Coordinators' Training Conference during the week of July 13-17, 2020; this is mandatory for all coordinators;
7. Reach out to 50 percent of the county's total population for Group Outreach and Education events and Media Outreach and Education events along with reporting in the Federal reporting system STARS for the date range of 4/1/2019 through 3/31/2020 (Group outreach and Education events include: health fairs, senior fairs, interactive presentation to the public and enrollment events. Media Outreach and Education events include: television, radio, local newspapers, health fairs, newsletters, magazines, emails, flyers, digital banners, etc.);
8. Coordinate a county volunteer recognition event during the grant period providing volunteers with appreciation items from the North Carolina SHIIP office;
9. Participate in monthly Coordinator webinars/conference calls from July 2019 through June 2020 and attend quarterly follow-up meetings; and
10. Coordinators will provide program information to county volunteers, including emails, SHIIP News and other materials received from the North Carolina SHIIP office.

Subrecipient Response to Scope of Work:

We will continue to work on development of relationships with community partners such as health clinics, health departments, and Parks and Rec to assist with community outreach and enrollment clinics.

We commit to holding a minimum of 7 dedicated enrollment events- a minimum of 1 of these will be targeted for disabled recipients and a minimum of 2 of these will held between January and March 2020.

We will hold a minimum of 2 Medicare 101 presentations as well as at minimum of 1 educational presentation for a disabled or low-income population which will include information about SMP, fraud, and new Medicare cards. In addition, we will send SHIIP counselors to at a minimum of 2 health fairs in our community.

We will commit to submit all client contact and group education data to the STARS reporting system by the 15th of the following month throughout the entire grant contract period (4/1/2019 to 3/31/20).

We will attempt to counsel a minimum of 5% of the county's Medicare population (approximately 450-500 contacts)

We will also strive to reach a minimum of 50% of the county's total population with media and outreach through social media, websites, outreach events, radio, newsletter, public presentations, health fairs, and newspaper (approximately 27,500-28,000).

I commit as the coordinator to attend the annual training conference in July.

We commit to hold an annual volunteer appreciation event in the month of April for all SHIIP counselors/volunteers to recognize them for their efforts.

I will participate in the monthly coordinator calls and attend quarterly training as required.

I will also forward all SHIIP related updates, news, and emails as well as training reminders to the SHIIP volunteers as they are made available to me.

In Process

Attachment C

For the period 7/1/2019 - 6/30/2020

Line Item Budget and Budget Narrative

Provide a budget and short narrative on the use of the funding amount reflected on the contract. Please provide details of all expenses including routine charges. These expenditures may include telephone, postage, salary, equipment purchases, internet services etc. Upon termination of contract as a SHIP Coordinating Site, any equipment or property less than five (5) years old purchased by Subrecipient with grant funds to perform SHIP functions shall be returned to the Recipient in good working order.

All budgets must be approved by the Recipient.

Subrecipient Name: Watauga Co Proj on Aging/LEH Sr Ctr **Award Amount:** \$ 4,722.00

All fields must be completed.

Zero is an acceptable answer.

Must agree to the award amount.

Is this required by your local government?

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Budget	Amount
Contractual	
Construction	
Supplies	2822.00
Equipment	1400.00
Other	500.00
Travel	
Personnel	
Fringe	
Total	4,722.00

Written description of planned expenditures:

Supplies: We will purchase ink, paper, staplers, staples, and other supplies needed for counseling, software for new computer,

Equipment: We will purchase 2 portable printers for use at community enrollment clinics, folding tables for use at SHIP enrollment clinics or community outreach, 1 new desktop computer to replace outdated unit

Other: We will purchase booth space/items for health fairs and community outreach events and we will purchase additional red bags or pill boxes for outreach events such as red bag/medication safety events that dually focus on health and Medicare.

Attachment D
Certifications Regarding, Drug-Free Work-Place; Lobbying; and
Debarment, Suspension and Other Responsibility Matters

1. Drug-Free Work-Place

The undersigned (authorized official) certifies that it will provide a drug-free workplace in accordance with the Drug-Free Work-Place Act of 1988, 45 CFR Part 76, subpart F. The certification set out below is a material representation of fact upon which reliance will be placed when awarding the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspensions or termination of grants or government wide suspension or debarment.

The Subrecipient certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Subrecipient's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an on-going drug-free awareness program to inform employees about—
 - (1) The dangers of drug abuse in the workplace;
 - (2) The Subrecipient's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a); above;
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the Recipient, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2), above, from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to Recipient on whose grant activity the convicted employee was working.
- Notices shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), above, with respect to any employee who is so convicted—
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

The Subrecipient certifies that, as a condition of the grant, it will not engage in the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in conducting any activity with the grant.

2. Lobbying

Title 31 of the United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who request or received a Federal grants or cooperative agreement must disclose lobbying undertaking with non-Federal (non-appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs (45 CFR Part93).

The undersigned (authorized official) certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, any officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant, loan or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, contracts and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. Debarment, Suspension and Other Responsibility Matters

NOTE: In accordance with 45 CFR Part 76, amended June 26, 1995, any debarment, suspension, proposed debarment or other government wide exclusion initiated under the Federal Acquisition Regulation (FAR) on or after August 25, 1995, shall be recognized by and effective for Executive Branch agencies and participants as an exclusion under 45 CFR Part 76.

(a) Primary Covered Transactions

The undersigned (authorized official) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

(1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(2) have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Should the applicant not be able to provide this certification, an explanation as to why should be placed under the assurances page in the application package.

(b) Lower Tier Covered Transactions

The applicant agrees by submitting this proposal that it will include, without modification, **the following clause titled “Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -- Lower Tier Covered Transaction”** (Appendix B to 45 CFR Part 76) in all lower tier covered transactions (i.e., transactions with subrecipients and/or contractors) and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -- Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature of Authorized Certifying Official	Title
Subrecipient Name	Date Submitted

All Participants: Enter any necessary notes throughout the process in the comments box below.
Comments are not part of the contract.
Please do not enter anything below as it will only restart the process. Thank you.

Please do not enter anything here as it will only restart the process. Thank you.

In Process

AGENDA ITEM 8:

TAX MATTERS

A. Monthly Collections Report

MANAGER'S COMMENTS:

Mr. Larry Warren, Tax Administrator, will present the Monthly Collections Report and be available for questions and discussion.

The report is for information only; therefore, no action is required.


Monthly Collections Report

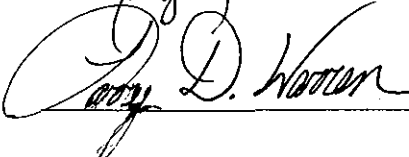
Watauga County

Bank deposits of the following amounts have been made and credited to the account of Watauga County. The reported totals do not include small shortages and overages reported to the Watauga County Finance Officer

Monthly Report September 2019

	<u>Current Month</u> <u>Collections</u>	<u>Current Month</u> <u>Percentage</u>	<u>Current FY</u> <u>Collections</u>	<u>Current FY</u> <u>Percentage</u>	<u>Previous FY</u> <u>Percentage</u>
<u>General County</u>					
Taxes 2019	6,067,254.42	17.50%	7,065,169.31	19.81%	23.32%
Prior Year Taxes	15,797.68		127,220.36		
Solid Waste User Fees	376,203.73	14.89%	436,977.88	17.27%	20.84%
Green Box Fees	61.23	NA	2,658.01	NA	NA
Total County Funds	\$6,459,317.06		\$7,632,025.56		
<u>Fire Districts</u>					
Foscoe Fire	97,828.64	21.43%	110,884.93	23.42%	27.31%
Boone Fire	134,187.13	15.70%	162,206.19	18.18%	21.06%
Fall Creek Service Dist.	1,347.59	14.97%	1,913.54	20.00%	18.79%
Beaver Dam Fire	16,376.22	16.52%	19,896.17	19.00%	19.42%
Stewart Simmons Fire	41,031.02	17.73%	46,776.30	19.64%	22.02%
Zionville Fire	17,991.57	16.46%	21,282.94	18.68%	20.39%
Cove Creek Fire	38,572.16	16.80%	48,292.46	19.69%	21.18%
Shawneehaw Fire	18,315.59	19.44%	21,323.99	21.59%	25.88%
Meat Camp Fire	29,532.78	14.81%	37,146.03	17.28%	20.40%
Deep Gap Fire	30,238.94	16.58%	35,344.88	18.57%	18.65%
Todd Fire	10,220.53	17.07%	12,614.05	20.20%	21.35%
Blowing Rock Fire	102,432.82	21.91%	118,995.29	24.44%	28.86%
M.C. Creston Fire	559.77	9.62%	701.35	11.37%	16.83%
Foscoe Service District	11,967.73	16.58%	14,236.17	18.79%	23.48%
Beech Mtn. Service Dist.	330.31	20.61%	346.21	20.61%	2.57%
Cove Creek Service Dist.	12.20	3.76%	12.20	3.76%	3.76%
Shawneehaw Service Dist	925.96	14.00%	1,106.68	16.10%	20.95%
	\$550,523.37		\$651,165.84		
<u>Towns</u>					
Boone	736,620.14	12.96%	930,230.22	15.60%	17.75%
Municipal Services	11,246.50	9.01%	19,513.24	14.25%	19.88%
Boone MV Fee	NA	NA	NA	NA	NA
Blowing Rock	NA	NA	NA	NA	NA
Seven Devils	NA	NA	NA	NA	NA
Beech Mountain	NA	NA	NA	NA	NA
Total Town Taxes	\$747,866.64		\$949,743.46		
Total Amount Collected	\$7,757,707.07		\$9,232,934.86		


 _____ Tax Collections Director


 _____ Tax Administrator

AGENDA ITEM 8:

TAX MATTERS

B. Refunds and Releases

MANAGER'S COMMENTS:

Mr. Warren will present the Refunds and Releases Reports. Board action is required to accept the Refunds and Releases Reports.

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1754539 BARTOLUCCI-VAUGHN, GINA 3960 OAK HOLLOW AVE VERO BEACH, FL 32966	RE 2019 1940-65-9161-000 TAX RELEASES NEW CONSTRUCTION THAT WAS MISSED RELEASED TO REBILL FOR CORRECT AMOUNT	8387	09/30/2019	C05	7045	0	G01	80.60
1150705 BELLSOUTH TELECOMMUNICATIONS IN AT&T PROPERTY TAX GROUP PO BOX 7207 BEDMINSTER, NJ 7921	PP 2019 3176 TAX RELEASES VALUE AMOUNT WAS ENTERED TWICE	1000034	09/30/2019	F10	7030	413,280	F10 G01	206.64 1,665.52 <hr/> 1,872.16
1013770 BLUE RIDGE ELECTRIC MEMBERSHIP P O BOX 112 LENOIR, NC 28645	PP 2019 3189 TAX RELEASES RELEASED TO CORRECT THE FIRE DISTRICT	1000047	09/30/2019	F10	7031	0	F10 G01	3,522.33 28,389.94 <hr/> 31,912.27
1576781 CANON FINANCIAL SERVICES INC 158 GAITHER DRIVE, SUITE 200 P O BOX 5008 MT LAUREL, NJ 08054	PP 2019 576781999 TAX RELEASES	3081	09/30/2019	C02	6991	895	G01 C02	3.61 3.67 <hr/> 7.28
1540666 CAPE ANNE DESIGN LTD 411 WILL JOSE DRIVE LEXINGTON, NC 27795-0313	PP 2019 540666999 TAX RELEASES BUSINESS MOVED OUT OF WATAUGA	2785	09/30/2019	MS1	7051	0	C02 G01 MS1	24.23 23.82 12.41 <hr/> 60.46
1403740 CAPERS, WILLIAM 838 MISTY HARBOR RD CHAPIN, SC 29036	PP 2019 3040 TAX RELEASES BILLED ON ACCT#1764651	1455	09/30/2019	F12	7025	0	F12 G01 SWF F12L G01L	1.37 11.04 80.00 .14 1.10 <hr/> 93.65
1777214 CAULDER, JOSH 2696 WESTVIEW ACRES AVE HICKORY, NC 28601	PP 2019 2648 TAX RELEASES REMOVED CAMPER AS OF JULY 2018	1110	09/30/2019	F01	6983	0	F01 G01 SWF F01L G01L	10.80 87.05 80.00 1.08 8.71 <hr/> 187.64
1626466 COFFEY, FRANK L COFFEY, JOYCE 2 SHENECOSSETT LANE PINEHURST, NC 28374	RE 2019 2900-89-0400-000 TAX RELEASES PROPERTY RECEIVES HISTORIC EXEMPTION	35663	09/30/2019	MS1	7035	64,800	MS1 C02 G01	136.08 265.68 261.14 <hr/> 662.90

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE JUR	REF NO	VALUE CHARGE	AMOUNT
1791548 COFFEY, JOYCE 2 SHENECOSSETT LANE PINEHURST, NC 28374	RE 2018 2900-89-0400-000 REFUND RELEASE PROPERTY RECEIVES HISTORIC EXEMPTION	35260	09/30/2019 MS1	7034	64,800 MS1 C02 G01	136.08 265.68 228.74 <hr/> 630.50
1791548 COFFEY, JOYCE 2 SHENECOSSETT LANE PINEHURST, NC 28374	RE 2018 2900-89-1448-000 REFUND RELEASE PROPERTY RECEIVES HISTORIC EXEMPTION	35266	09/30/2019 C02	7032	663,700 C02 G01	2,721.17 2,342.86 <hr/> 5,064.03
1791548 COFFEY, JOYCE 2 SHENECOSSETT LANE PINEHURST, NC 28374	RE 2019 2900-89-1448-000 TAX RELEASES PROPERTY RECEIVES HISTORIC EXEMPTION	35669	09/30/2019 C02	7033	663,700 C02 G01	2,721.17 2,674.71 <hr/> 5,395.88
1619249 CONNER, WALLACE J LIFE ESTATE CONNER, CAROLE PO BOX 2134 MOREHEAD CITY, NC 28557	PP 2019 2821 TAX RELEASES RXW3708 VEHICLE IS NOW REGISTERED IN WATAUGA COUNTY	1258	09/30/2019 F07	6984	0 F07 G01 F07L G01L	38.12 307.21 3.81 30.72 <hr/> 379.86
1755068 CREEKSIDE OF BOONE LIMITED PARTNERSHIP 206 RUSHING CREEK DR BOONE, NC 28607	RE 2019 2819-44-5755-000 TAX RELEASES BILLED TO INCORRECT PARTY RELEASE AND REBILL	28219	09/30/2019 F02	7036	0 F02 G01 SWF	46.74 313.94 80.00 <hr/> 440.68
1750502 DEWEY WRIGHT RENTALS PO BOX 308 BOONE, NC 28607	PP 2019 1270 TAX RELEASES DOUBLE BILLED	501	09/30/2019 F02	7055	0 F02 G01	1.19 8.02 <hr/> 9.21
1062595 GREENE, JOHN E GREENE, LENNIS 476 CIRCLE DRIVE EAST BOONE, NC 28607	RE 2019 1981-47-1516-000 TAX RELEASES BILL INCLUDED PRIOR YEARS AND SHOULD NOT HAVE	18429	09/30/2019 F07	6990	0 F07 F07 F07 F07 G01 G01 G01 G01	67.00 67.00 67.00 67.00 540.02 540.02 540.02 540.02 <hr/> 2,428.08

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1785652 INDIGO RIVER HOLDINGS LLC 417 E. BLVD #102 CHARLOTTE, NC 28203	RE 2019 2951-16-0388-000 TAX RELEASES PROPERTY SPLIT AND BILLED UNDER 2951-16-1418 AND 2951-16-2415	48674	09/30/2019	F10	7016	0 F10 G01	126.15 1,016.77 <hr/> 1,142.92
1773376 ISAACS GRADING & BACKHOE SERV 2858 OLD US HIGHWAY 421 VILAS, NC 28692	PP 2019 2513 TAX RELEASES LISTED ON TIME	1000	09/30/2019	F07	7042	0 F07L G01L	.48 3.89 <hr/> 4.37
1782306 JONES, SABRINA L WOOD, RALPH G JR 110 OVERLOOK DR BOONE, NC 28607	RE 2019 2942-96-4587-000 TAX RELEASES BILLED WITHOUT BUILDING VALUE, RELEASED AND REBILLED WITH CORRECTED VALUE	48284	09/30/2019	F10	7043	0 F10 G01	11.25 90.68 <hr/> 101.93
1644494 KAUFMAN, HELEN K 58 LAGUNA TER PALM BEACH GARDENS, FL 33418	RE 2019 1898-69-4924-000 TAX RELEASES ADJUSTED FOR SQUARE FOOTAGE	6169	09/30/2019	F12	7037	42,700 F12 G01	21.35 172.08 <hr/> 193.43
1091016 KELLER, EARL R AND JUANITA 1377 LITTLE MTN CHURCH RD ARARAT, NC 27007-8412	RE 2019 2921-63-2945-000 TAX RELEASES PROPERTY SPLIT/MERGED REBILLED UNDER PARCEL NUMBER 2921-64-2078-000	44496	09/30/2019	F02	6996	0 F02 G01 SWF	87.48 587.57 80.00 <hr/> 755.05
1091016 KELLER, EARL R AND JUANITA 1377 LITTLE MTN CHURCH RD ARARAT, NC 27007-8412	RE 2019 2921-64-1173-000 TAX RELEASES PROPERTY SPLIT/MERGED AND REBILLED UNDER PARCEL NUMBER 2921-64-2078-000	44516	09/30/2019	F02	6995	0 F02 G01	14.46 97.12 <hr/> 111.58
1767321 MANSА HOSPITALITY LLC 4205 CABARRUS CT E GREENSBORO, NC 27407-7351	RE 2019 2819-79-0873-000 TAX RELEASES	1000122	09/30/2019	C2F2	7040	0 C02 C02 C02	2,902.80 2,902.80 6,004.86 <hr/> 11,810.46
1701072 MCGHEE, JAMES O 1078 MOUNTAIN DALE RD VILAS, NC 28692	RE 2019 2920-33-2663-000 TAX RELEASES PARCEL SHOULD HAVE BEEN DEACTIVATED PER GARY ROMINGER	43551	09/30/2019	F02	6989	0 F02 G01	41.76 280.49 <hr/> 322.25

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1109313 MILLAWAY, F MUNSEY MILLAWAY, JACQUELYN GRAY 361 LYNN HILL RD BOONE, NC 28607-8681	RE 2019	21565	09/30/2019			61,300	F02	36.78
	1991-75-2254-000			F02			G01	247.04
	TAX RELEASES				6985			
	EXEMPTION DIDNT CARRY OVER TO BILL							283.82
1736209 MILLER, BOBBY MILLER, TRAVIS 187 SHOOK RD BANNER ELK, NC 28604	PP 2019	297	09/30/2019			6,530	F01	3.27
	860			F01			G01	26.32
	TAX RELEASES				7007			
	PER APP. MH VALUED \$100							29.59
1307008 MILLER, HUBERT DENNIS 761 BALL BRANCH RD BOONE, NC 28607-8209	PP 2019	1422	09/30/2019			0	F09	5.00
	3005			F09			G01	40.30
	REFUND RELEASE				6994		SWF	80.00
	BILLED ON ANOTHER ACCOUNT						F09L	.50
							G01L	4.03
								129.83
1180215 MILLER, LINDA 4971 BEAVER DAM ROAD VILAS, NC 28692-9536	RE 2019	17495	09/30/2019			0	F06	16.00
	1975-55-0948-000			F06			G01	128.96
	TAX RELEASES				7052			
	PROPERTY TRANSFER WAS MISSED RELEASE AND REBILL TO NEW OWNER							144.96
1588089 MITCHELL, JOYCE WINEBARGER (LIFE ESTATE) 504 CALVIN BYERS ROAD BOONE, NC 28607	PP 2019	1423	09/30/2019			0	SWF	80.00
	3006			F09				
	TAX RELEASES				7050			
	storage only-no swf							
1593357 MORETZ, STEVEN THOMAS C/O ELIZABETH MORETZ 327 TEMPLETON ST SHELBYVILLE, TN 37160	PP 2019	2178	09/30/2019			0	SWF	80.00
	362571500			F09				
	TAX RELEASES				6981			
	NO LIVEABLE-NO POWER/WATER							
1761899 MOUNT VERNON BAPTIST CHURCH, INC 3505 BAMBOO RD BOONE, NC 28607	RE 2019	45727	09/30/2019			0	F02	1,045.62
	2930-00-1925-000			F02			G01	7,023.08
	TAX RELEASES				6986			
	RELIGIOUS EXEMPTION							8,068.70
1734774 NC DEPARTMENT OF TRANSPORTATION 1546 MAIL SERVICE CENTER RALEIGH, NC 27699-1500	RE 2019	48999	09/30/2019			0	F10	12.50
	2951-95-8086-000			F10			G01	100.75
	TAX RELEASES				6993			
	EXEMPT PROPERTY							113.25

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1774701 NEWSOME, HOLLY A 3043 BAMBOO RD BOONE, NC 28607	RE 2019	31784	09/30/2019			1,200	F02	.72
	2839-09-3454-000			F02			G01	4.84
	TAX RELEASES ADJUSTED ACREAGE				6982			5.56
1570661 NORTHERN LEASING SYSTEMS INC 7303 SOUTHEAST LAKE ROAD PORTLAND, OR 97267	PP 2019	3042	09/30/2019			0	F02	.01
	570661999			F07			C02	.16
	TAX RELEASES				7038		F09	.01
	BILLED INCORRECTLY						F10	.24
							MS1	.25
							F01	.63
							G01	2.30
							F07	.01
								3.61
1612421 PINEY GROVE BAPTIST CHURCH TRIVETTE, PAUL 4362 ROMINGER RD BANNER ELK, NC 28604	RE 2019	14823	09/30/2019			0	FS8	6.15
	1961-16-1124-000			FS8			G01	49.57
	TAX RELEASES exempt property				7027			55.72
1127802 PINEY GROVE METHODIST CHURCH MR. AND MRS. ALFRED ROMINGER 5367 ROMINGER ROAD BANNER ELK, NC 28604	RE 2019	14820	09/30/2019			0	FS8	64.25
	1961-16-0276-000			FS8			G01	517.86
	TAX RELEASES exempt property				7026			582.11
1747892 PITTS, NANCY BEATRICE (LIFE ESTATE) C/O THOMAS OSCAR PITTS 156 AUTUMN RIDGE RD BOONE, NC 28607	RE 2019	20918	09/30/2019			0	F02	51.24
	1990-81-9063-000			F02			G01	344.16
	TAX RELEASES billed on bill #20955				7048		SWF	80.00
								475.40
1747892 PITTS, NANCY BEATRICE (LIFE ESTATE) C/O THOMAS OSCAR PITTS 156 AUTUMN RIDGE RD BOONE, NC 28607	RE 2019	20955	09/30/2019			64,400	F02	38.64
	1990-91-0101-000			F02			G01	259.53
	TAX RELEASES exemption not on bill-billed under old p parcel#				7049			298.17
1501682 REESE, WILLIAM RALPH AND PATRICIA E 241 HATTIE HILL RD VILAS, NC 28692-9350	PP 2011	1077	09/30/2019			0	G01	17.18
	375092400			F04			F04	2.75
	TAX RELEASES				7023		GB	25.00
	DID NOT OWN PROPERTY						LF	62.00
								106.93

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1501682 REESE, WILLIAM RALPH AND PATRICIA E 241 HATTIE HILL RD VILAS, NC 28692-9350	PP 2012	3132	09/30/2019			0	16.68
	375092400			F04		G01	2.67
	TAX RELEASES				7022	F04	25.00
	DID NOT OWN PROPERTY					GB	62.00
						LF	1.67
						G01L	.27
						F04L	
							108.29
1501682 REESE, WILLIAM RALPH AND PATRICIA E 241 HATTIE HILL RD VILAS, NC 28692-9350	PP 2013	3187	09/30/2019			0	16.18
	375092400			F04		G01	2.59
	TAX RELEASES				7021	F04	25.00
	DID NOT OWN PROPERTY					GB	62.00
						SWF	1.62
						G01L	.26
						F04L	
							107.65
1501682 REESE, WILLIAM RALPH AND PATRICIA E 241 HATTIE HILL RD VILAS, NC 28692-9350	PP 2014	1718	09/30/2019			0	16.18
	375092400			F04		G01	2.59
	TAX RELEASES				7020	F04	80.00
	DID NOT OWN PROPERTY					SWF	1.62
						G01L	.26
						F04L	
							100.65
1501682 REESE, WILLIAM RALPH AND PATRICIA E 241 HATTIE HILL RD VILAS, NC 28692-9350	PP 2015	1728	09/30/2019			0	16.18
	375092400			F04		G01	2.59
	TAX RELEASES				7019	F04	80.00
	DID NOT OWN PROPERTY					SWF	1.62
						G01L	.26
						F04L	
							100.65
1501682 REESE, WILLIAM RALPH AND PATRICIA E 241 HATTIE HILL RD VILAS, NC 28692-9350	PP 2016	1906	09/30/2019			0	16.18
	375092400			F04		G01	2.59
	TAX RELEASES				7018	F04	80.00
	DID NOT OWN PROPERTY					SWF	1.62
						G01L	.26
						F04L	
							100.65

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1501682 REESE, WILLIAM RALPH AND PATRICIA E 241 HATTIE HILL RD VILAS, NC 28692-9350	PP 2017 375092400 TAX RELEASES DID NOT OWN PROPERTY	2044	09/30/2019	F04	7017	0 G01 F04 SWF G01L F04L	18.25 2.59 80.00 1.83 .26 <hr/> 102.93
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2017 2828-05-3722-000 REFUND RELEASE PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-4929-000	28522	09/30/2019	F12	7001	0 F12 G01	23.05 162.73 <hr/> 185.78
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2017 2828-05-6414-000 REFUND RELEASE PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-6404-000	28529	09/30/2019	F12	7008	0 F12 G01	14.95 105.55 <hr/> 120.50
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2017 2828-05-6505-000 REFUND RELEASE PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-6404-000	28530	09/30/2019	F12	7011	0 F12 G01	1.00 7.06 <hr/> 8.06
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2017 2828-16-3164-000 REFUND RELEASE PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-16-4124-000	28666	09/30/2019	F12	6997	0 F12 G01	16.60 117.20 <hr/> 133.80
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2018 2828-05-3722-000 REFUND RELEASE PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-4929-000	28678	09/30/2019	F12	7002	0 F12 G01	23.05 162.73 <hr/> 185.78
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2018 2828-05-6414-000 REFUND RELEASE PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-6404-000	28684	09/30/2019	F12	7009	0 F12 G01 SWF	86.45 610.34 80.00 <hr/> 776.79

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2018	28685	09/30/2019			0 F12	1.00
		2828-05-6505-000		F12		G01	7.06
	REFUND RELEASE				7012		
	PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-6404-000						8.06
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2018	28704	09/30/2019			0 F12	20.75
		2828-06-4012-000		F12		G01	146.50
	REFUND RELEASE				7014		
	PROPERTY COMBINED IN 2017 REBILLED UNDER 2828-05-4929-000						167.25
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2018	28806	09/30/2019			0 F12	22.65
		2828-15-0838-000		F12		G01	159.91
	REFUND RELEASE				7004		
	PROPERTY WAS COMBINED IN 2017 REBILLED UNDER 2828-15-0847-000						182.56
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2018	28824	09/30/2019			0 F12	16.60
		2828-16-3164-000		F12		G01	117.20
	REFUND RELEASE				6998		
	PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-16-4124-000						133.80
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2019	29019	09/30/2019			0 F12	23.05
		2828-05-3722-000		F12		G01	185.78
	TAX RELEASES				7003		
	PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-4929-000						208.83
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2019	29025	09/30/2019			0 F12	86.45
		2828-05-6414-000		F12		G01	696.79
	TAX RELEASES				7010	SWF	80.00
	PROPERTY WAS COMBINED IN 2016 REBILLED UNER 2828-05-6404-000						863.24
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2019	29026	09/30/2019			0 F12	1.00
		2828-05-6505-000		F12		G01	8.06
	TAX RELEASES				7013		
	PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-05-6404-000						9.06
1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2019	29147	09/30/2019			0 F12	22.65
		2828-15-0838-000		F12		G01	182.56
	TAX RELEASES				7005		
	PROPERTY WAS COMBINED IN 2017 REBILLED UNDER 2828-15-0847-000						205.21

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1600895 RICTUR INC 257 ASCOT LN BOONE, NC 28607	RE 2019 2828-16-3164-000 TAX RELEASES PROPERTY WAS COMBINED IN 2016 REBILLED UNDER 2828-16-4124-000	29165	09/30/2019	F12	6999	0 F12 G01	16.60 133.80 150.40
1761978 RUPP HOLDINGS INC 373 BROOKSIDE DR BOONE, NC 28607	RE 2018 2848-77-1924-000 REFUND RELEASE PROPERTY WAS MERGED INTO LARGER TRACT	32369	09/30/2019	F05	7054	0 F05 G01	106.25 441.25 547.50
1761978 RUPP HOLDINGS INC 373 BROOKSIDE DR BOONE, NC 28607	RE 2019 2848-77-1924-000 TAX RELEASES PROPERTY WAS MERGED INTO LARGER TRACT	32736	09/30/2019	F05	7053	0 F05 G01	106.25 503.75 610.00
1614505 STELZNER, JOHN M STELZNER, JOAN M 185 HAWKS PEAK LN APT 422 BANNER ELK, NC 28604	PP 2019 710 TAX RELEASES PROPERTY SOLD	259	09/30/2019	C04	6988	0 G01	29.54
1744683 THE APPALACHIAN THEATRE OF THE HIGH COUN PO BOX 11 DTS BOONE, NC 28607-0011	RE 2019 2900-88-5776-000 TAX RELEASES PROPERTY WAS GIVEN BY T-O-B. EXEMPT PROP ERTY	35578	09/30/2019	MS1	6987	0 C02 G01 MS1	114.39 112.44 58.59 285.42
1456078 TRASKI, GARY MICHAEL 211 WINDY HOLLOW TRAIL PO BOX 7 TODD, NC 28684	RE 2019 2913-59-4655-000 TAX RELEASES	42585	09/30/2019	F09	7039	90,050 F09 G01	45.03 362.90 407.93
1615384 VHLA INC C/O LISA W CURRIE 214 E NORTH ST ALBEMARLE, NC 28001	PP 2019 580 TAX RELEASES HOME SOLD IN 2018	199	09/30/2019	C05	7044	0 G01	7.90
1722701 WILCOX, HARRIET P 285 HARDING DR BLOWING ROCK, NC 28605	RE 2019 1897-25-4890-001 TAX RELEASES SOLD PARK MODEL- WAS PUT ON AS REALESTAT REBILLING NEW OWNER	5476	09/30/2019	F12	7028	0 F12 G01 SWF	52.70 424.76 80.00 557.46
1731771 YOUNG, JOHN GAY 314 STAGE RD KINGSPORT, TN 37664-4660	RE 2019 2900-89-5855-000 TAX RELEASES	35687	09/30/2019	C02	7047	33,100 C02 G01	135.71 133.39 269.10

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Larry.Warren

WATAUGA COUNTY
RELEASES - 09/01/2019 TO 09/30/2019

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1794562 ZIKE, MIKE ZIKE, LYNNE 11307 APOLINE CT JACKSONVILLE, FL 32223	PP 2019 3064 TAX RELEASES	1475	09/30/2019	F09	7046	0	F09 G01 SWF F09L G01L	7.50 60.45 80.00 .75 6.05
								154.75
DETAIL SUMMARY	COUNT: 68		RELEASES - TOTAL			2,170,455		80,954.38

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Larry.Warren

WATAUGA COUNTY
RELEASES - 09/01/2019 TO 09/30/2019

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RELEASES - CHARGE SUMMARY FOR ALL CLERKS

YEAR	CAT	CHARGE	AMOUNT	
2011	PP	F04	BEAVER DAM FIRE PP	2.75
2011	PP	G01	WATAUGA COUNTY PP	17.18
2011	PP	GB	GREEN BOX PP	25.00
2011	PP	LF	SOLID WASTE PP	62.00
2011 TOTAL			106.93	
2012	PP	F04	BEAVER DAM FIRE PP	2.67
2012	PP	F04L	BEAVER DAM FIRE LATE LIST	.27
2012	PP	G01	WATAUGA COUNTY PP	16.68
2012	PP	G01L	WATAUGA COUNTY LATE LIST	1.67
2012	PP	GB	GREEN BOX PP	25.00
2012	PP	LF	SOLID WASTE PP	62.00
2012 TOTAL			108.29	
2013	PP	F04	BEAVER DAM FIRE PP	2.59
2013	PP	F04L	BEAVER DAM FIRE LATE LIST	.26
2013	PP	G01	WATAUGA COUNTY PP	16.18
2013	PP	G01L	WATAUGA COUNTY LATE LIST	1.62
2013	PP	GB	GREEN BOX PP	25.00
2013	PP	SWF	SOLID WASTE PP	62.00
2013 TOTAL			107.65	
2014	PP	F04	BEAVER DAM FIRE PP	2.59
2014	PP	F04L	BEAVER DAM FIRE LATE LIST	.26
2014	PP	G01	WATAUGA COUNTY PP	16.18
2014	PP	G01L	WATAUGA COUNTY LATE LIST	1.62
2014	PP	SWF	SOLID WASTE USER FEE	80.00
2014 TOTAL			100.65	
2015	PP	F04	BEAVER DAM FIRE PP	2.59
2015	PP	F04L	BEAVER DAM FIRE LATE LIST	.26
2015	PP	G01	WATAUGA COUNTY PP	16.18
2015	PP	G01L	WATAUGA COUNTY LATE LIST	1.62
2015	PP	SWF	SANITATION USER FEE	80.00
2015 TOTAL			100.65	
2016	PP	F04	BEAVER DAM FIRE PP	2.59
2016	PP	F04L	BEAVER DAM FIRE LATE LIST	.26
2016	PP	G01	WATAUGA COUNTY PP	16.18
2016	PP	G01L	WATAUGA COUNTY LATE LIST	1.62
2016	PP	SWF	SANITATION USER FEE	80.00
2016 TOTAL			100.65	
2017	RE	F12	BLOWING ROCK FIRE RE	55.60
2017	RE	G01	WATAUGA COUNTY RE	392.54
2017	PP	F04	BEAVER DAM FIRE PP	2.59
2017	PP	F04L	BEAVER DAM FIRE LATE LIST	.26
2017	PP	G01	WATAUGA COUNTY PP	18.25
2017	PP	G01L	WATAUGA COUNTY LATE LIST	1.83
2017	PP	SWF	SANITATION USER FEE	80.00

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WATAUGA COUNTY
RELEASES - 09/01/2019 TO 09/30/2019

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RELEASES - CHARGE SUMMARY FOR ALL CLERKS

YEAR	CAT	CHARGE	AMOUNT
2017 TOTAL			551.07
2018	RE	C02 BOONE RE	2,986.85
2018	RE	F05 STEWART SIMMONS FIRE RE	106.25
2018	RE	F12 BLOWING ROCK FIRE RE	170.50
2018	RE	G01 WATAUGA COUNTY RE	4,216.59
2018	RE	MS1 BOONE MUNICIPAL SERV DIST RE	136.08
2018	RE	SWF SANITATION USER FEE	80.00
2018 TOTAL			7,696.27
2019	RE	C02 BOONE RE	15,047.41
2019	RE	F02 BOONE FIRE RE	1,363.44
2019	RE	F05 STEWART SIMMONS FIRE RE	106.25
2019	RE	F06 ZIONVILLE FIRE RE	16.00
2019	RE	F07 COVE CREEK FIRE RE	268.00
2019	RE	F09 MEAT CAMP FIRE RE	45.03
2019	RE	F10 DEEP GAP FIRE RE	149.90
2019	RE	F12 BLOWING ROCK FIRE RE	223.80
2019	RE	FS8 SHAWNEEHAW SERV DIST RE	70.40
2019	RE	G01 WATAUGA COUNTY RE	19,155.20
2019	RE	MS1 BOONE MUNICIPAL SERV DIST RE	194.67
2019	RE	SWF SANITATION USER FEE	400.00
2019	PP	C02 BOONE PP	28.06
2019	PP	F01 FOSCOE FIRE PP	14.70
2019	PP	F01L FOSCOE FIRE LATE LIST	1.08
2019	PP	F02 BOONE FIRE PP	1.20
2019	PP	F07 COVE CREEK FIRE PP	38.13
2019	PP	F07L COVE CREEK FIRE LATE LIST	4.29
2019	PP	F09 MEAT CAMP FIRE PP	12.51
2019	PP	F09L MEAT CAMP FIRE LATE LIST	1.25
2019	PP	F10 DEEP GAP FIRE PP	3,729.21
2019	PP	F12 BLOWING ROCK FIRE PP	1.37
2019	PP	F12L BLOWING ROCK FIRE LATE LIST	.14
2019	PP	G01 WATAUGA COUNTY PP	30,663.02
2019	PP	G01L WATAUGA COUNTY LATE LIST	54.50
2019	PP	MS1 BOONE MUNICIPAL SERV DIST PP	12.66
2019	PP	SWF SANITATION USER FEE	480.00
2019 TOTAL			72,082.22
SUMMARY TOTAL			80,954.38

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WATAUGA COUNTY
RELEASES - 09/01/2019 TO 09/30/2019

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RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT	
C02	2018	C02	BOONE RE	2,721.17
C02	2018	G01	WATAUGA COUNTY RE	2,342.86
C02	2019	C02	BOONE PP	2,860.55
C02	2019	G01	WATAUGA COUNTY PP	2,811.71
		C02	TOTAL	10,736.29
C04	2019	G01	WATAUGA COUNTY PP	29.54
		C04	TOTAL	29.54
C05	2019	G01	WATAUGA COUNTY PP	88.50
		C05	TOTAL	88.50
C2F2	2019	C02	BOONE RE	11,810.46
		C2F2	TOTAL	11,810.46
F01	2019	F01	FOSCOE FIRE PP	14.07
F01	2019	F01L	FOSCOE FIRE LATE LIST	1.08
F01	2019	G01	WATAUGA COUNTY PP	113.37
F01	2019	G01L	WATAUGA COUNTY LATE LIST	8.71
F01	2019	SWF	SANITATION USER FEE	80.00
		F01	TOTAL	217.23
F02	2019	F02	BOONE FIRE RE	1,364.63
F02	2019	G01	WATAUGA COUNTY RE	9,165.79
F02	2019	SWF	SANITATION USER FEE	240.00
		F02	TOTAL	10,770.42
F04	2011	F04	BEAVER DAM FIRE PP	2.75
F04	2011	G01	WATAUGA COUNTY PP	17.18
F04	2011	GB	GREEN BOX PP	25.00
F04	2011	LF	SOLID WASTE PP	62.00
F04	2012	F04	BEAVER DAM FIRE PP	2.67
F04	2012	F04L	BEAVER DAM FIRE LATE LIST	.27
F04	2012	G01	WATAUGA COUNTY PP	16.68
F04	2012	G01L	WATAUGA COUNTY LATE LIST	1.67
F04	2012	GB	GREEN BOX PP	25.00
F04	2012	LF	SOLID WASTE PP	62.00
F04	2013	F04	BEAVER DAM FIRE PP	2.59
F04	2013	F04L	BEAVER DAM FIRE LATE LIST	.26
F04	2013	G01	WATAUGA COUNTY PP	16.18
F04	2013	G01L	WATAUGA COUNTY LATE LIST	1.62
F04	2013	GB	GREEN BOX PP	25.00
F04	2013	SWF	SOLID WASTE PP	62.00
F04	2014	F04	BEAVER DAM FIRE PP	2.59
F04	2014	F04L	BEAVER DAM FIRE LATE LIST	.26
F04	2014	G01	WATAUGA COUNTY PP	16.18
F04	2014	G01L	WATAUGA COUNTY LATE LIST	1.62
F04	2014	SWF	SOLID WASTE USER FEE	80.00
F04	2015	F04	BEAVER DAM FIRE PP	2.59
F04	2015	F04L	BEAVER DAM FIRE LATE LIST	.26

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WATAUGA COUNTY
RELEASES - 09/01/2019 TO 09/30/2019

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RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT	
F04	2015	G01	WATAUGA COUNTY PP	16.18
F04	2015	G01L	WATAUGA COUNTY LATE LIST	1.62
F04	2015	SWF	SANITATION USER FEE	80.00
F04	2016	F04	BEAVER DAM FIRE PP	2.59
F04	2016	F04L	BEAVER DAM FIRE LATE LIST	.26
F04	2016	G01	WATAUGA COUNTY PP	16.18
F04	2016	G01L	WATAUGA COUNTY LATE LIST	1.62
F04	2016	SWF	SANITATION USER FEE	80.00
F04	2017	F04	BEAVER DAM FIRE PP	2.59
F04	2017	F04L	BEAVER DAM FIRE LATE LIST	.26
F04	2017	G01	WATAUGA COUNTY PP	18.25
F04	2017	G01L	WATAUGA COUNTY LATE LIST	1.83
F04	2017	SWF	SANITATION USER FEE	80.00
F04 TOTAL			727.75	
F05	2018	F05	STEWART SIMMONS FIRE RE	106.25
F05	2018	G01	WATAUGA COUNTY RE	441.25
F05	2019	F05	STEWART SIMMONS FIRE RE	106.25
F05	2019	G01	WATAUGA COUNTY RE	503.75
F05 TOTAL			1,157.50	
F06	2019	F06	ZIONVILLE FIRE RE	16.00
F06	2019	G01	WATAUGA COUNTY RE	128.96
F06 TOTAL			144.96	
F07	2019	C02	BOONE PP	.16
F07	2019	F01	FOSCOE FIRE PP	.63
F07	2019	F02	BOONE FIRE PP	.01
F07	2019	F07	COVE CREEK FIRE PP	306.13
F07	2019	F07L	COVE CREEK FIRE LATE LIST	4.29
F07	2019	F09	MEAT CAMP FIRE PP	.01
F07	2019	F10	DEEP GAP FIRE PP	.24
F07	2019	G01	WATAUGA COUNTY PP	2,469.59
F07	2019	G01L	WATAUGA COUNTY LATE LIST	34.61
F07	2019	MS1	BOONE MUNICIPAL SERV DIST PP	.25
F07 TOTAL			2,815.92	
F09	2019	F09	MEAT CAMP FIRE PP	57.53
F09	2019	F09L	MEAT CAMP FIRE LATE LIST	1.25
F09	2019	G01	WATAUGA COUNTY PP	463.65
F09	2019	G01L	WATAUGA COUNTY LATE LIST	10.08
F09	2019	SWF	SANITATION USER FEE	320.00
F09 TOTAL			852.51	
F10	2019	F10	DEEP GAP FIRE RE	3,878.87
F10	2019	G01	WATAUGA COUNTY RE	31,263.66
F10 TOTAL			35,142.53	
F12	2017	F12	BLOWING ROCK FIRE RE	55.60
F12	2017	G01	WATAUGA COUNTY RE	392.54

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WATAUGA COUNTY
RELEASES - 09/01/2019 TO 09/30/2019

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RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT
F12	2018	F12 BLOWING ROCK FIRE RE	170.50
F12	2018	G01 WATAUGA COUNTY RE	1,203.74
F12	2018	SWF SANITATION USER FEE	80.00
F12	2019	F12 BLOWING ROCK FIRE RE	225.17
F12	2019	F12L BLOWING ROCK FIRE LATE LIST	.14
F12	2019	G01 WATAUGA COUNTY RE	1,814.87
F12	2019	G01L WATAUGA COUNTY LATE LIST	1.10
F12	2019	SWF SANITATION USER FEE	240.00
F12 TOTAL			4,183.66
FS8	2019	FS8 SHAWNEEHAW SERV DIST RE	70.40
FS8	2019	G01 WATAUGA COUNTY RE	567.43
FS8 TOTAL			637.83
MS1	2018	C02 BOONE RE	265.68
MS1	2018	G01 WATAUGA COUNTY RE	228.74
MS1	2018	MS1 BOONE MUNICIPAL SERV DIST RE	136.08
MS1	2019	C02 BOONE RE	404.30
MS1	2019	G01 WATAUGA COUNTY RE	397.40
MS1	2019	MS1 BOONE MUNICIPAL SERV DIST RE	207.08
MS1 TOTAL			1,639.28
SUMMARY TOTAL			80,954.38

AGENDA ITEM 9:

PROPOSED BANK SERVICES RENEWAL

MANAGER'S COMMENTS:

Ms. Misty Watson, Finance Director, will recommend a three-year contract renewal with First National Bank. The County has been pleased with the service provided by First National Bank.

Board action is requested to award the bank services contract renewal to First National Bank for a three-year term to expire June 30, 2022.



WATAUGA COUNTY

FINANCE OFFICE

814 West King St., Room 216 - Boone, NC 28607 - Phone (828) 265-8007 Fax (828) 265-8006

MEMORANDUM

TO: Deron T. Geouque, County Manager
FROM: Misty Watson, CPA, Finance Director
SUBJECT: Bank Services Renewal
DATE: October 15, 2019

The County's bank services contract ended June 30, 2019. Staff is recommending a three-year renewal with First National Bank ending June 30, 2022. Terms of the renewal are consistent with the previous contract.

Board approval is requested.



First National Bank

WATAUGA COUNTY



AUGUST 2019

Respectfully Prepared and Submitted By:
Hollie S. Shelton
Vice President, Treasury Management Officer
First National Bank
336.406.3257



First National Bank

Watauga County
 Finance Department
 ATTN: Misty Watson
 814 W King Street, Suite 216
 Boone, NC 28607

August 22, 2019

Dear Misty,

On behalf of First National Bank, we would like to extend the existing contract with Watauga County for a contract period of 3-years beginning July 01, 2019 and ending July 01, 2022. The terms of the contract will include the existing earnings credit rate and treasury service pricing (we can guarantee the treasury service pricing would not increase more than 3% during the 3-year period). The earnings credit rate provided would offset fees on the account if a 3% increase were applied during the 3-year period. Money market rates will be excluded from the current contract. We are committed to offering Watauga County competitive money market rates and have ensured the rates we provide compete with the North Carolina State Trust.

We at First National Bank pride ourselves in, not only offering competitive banking products and services, but in the high level of customer service we provide to meet the needs of our customers. I can assure you that you will receive *exceptional service* from our *entire staff*---at each office you may visit.

As you will find throughout this proposal, First National Bank can fully service all your required needs, as well as provide you with the services you do not currently use but have been considering.

We look forward to an ongoing mutually beneficial relationship with Watauga County and assure you that we are available to answer any questions or concerns you may have regarding our continued relationship. Please feel free to call me anytime at (336) 406-3257.

Sincerely,

Hollie Shelton, CTP
 Treasury Management Sales Officer/Vice President
 First National Bank
 701 Green Valley Road, Suite 101
 Greensboro, NC 27409
 (336) 406-3257

The information contained in this proposal is confidential and proprietary to First National Bank. Fees and rates are subject to change at the Bank's discretion.



First National Bank

I. Relationship Management

“We exist to help our customers achieve economic success and financial security, and we do this in part by building relationships based on trust and integrity. We are dedicated to enhancing the lives of the people and the communities that we serve.”

- Vincent J. Delie, Jr., President and CEO

We take pride in providing you all the services that you would expect from a big bank, while still treating you to our "small town" courtesy and respect. Our community banking philosophy means we take an active role in meeting the financial needs of the neighborhoods and businesses that are part of Watauga County. By helping local individuals and companies build strong financial foundations, we help keep our communities strong and vibrant for generations to come. Our relationship with the community goes far beyond the products and services we offer.

At First National Bank, your business is in the personal care of our Treasury Management, Business Banking, and Branch Banking teams – these are dedicated experts who work together to create opportunities and find business solutions.

First National Bank Team

Hollie Shelton, Vice President & Treasury Management Officer

336.406.3257, SheltonH@fnb-corp.com

Mary-Louise Roberts, Vice President & Business Banker III

828-263-8911, RobertsM@fnb-corp.com

A full-service branch of the institution within the town limits of Boone, North Carolina.

**Boone Office
2111 Blowing Rock Road
Boone, NC
28607**

Hours of Operation

Sunday:	Closed
Monday:	9:00 am - 5:00 pm
Tuesday:	9:00 am - 5:00 pm
Wednesday:	9:00 am - 5:00 pm
Thursday:	9:00 am - 5:00 pm
Friday:	9:00 am - 6:00 pm
Saturday:	Closed



First National Bank

II. Banking Services Overview

1. Account Overview:

Rate Information:

Our current account structure allows Watauga County to utilize balances to offset service charges with an earnings credit rate of 2.25%. This rate has been approved for the 3-year term of our contract beginning July 01, 2019 and ending July 01, 2022. We agree to offer earnings credit rate increases based on changes in the economy but will not lower rates during the three-year term. We are committed to meet at the three-year mark to offer the most competitive pricing and rates based on the economic climate.

EARNINGS CREDIT RATE: 2.25%

Money Market

Money market rates may vary based on the economic environment, but we are committed to offering Watauga County competitive money market rates and have ensured the rates we provide compete with the North Carolina State Trust.

MONEY MARKET RATE: 2.35% (CURRENT)

Cash balances referred to above will be invested in instruments meeting the requirements of North Carolina General Statute 159-30.

At FNB we utilize the Pooling Method of collateralization for public deposits in excess of the FDIC coverage.

First National Bank conforms to all provisions of General Statute 159-31 and the NC Administrative Code Title 20, Chapter 7. First National Bank participates in the pooling method for collateralizing deposits for public entities in the State of North Carolina. We have significant room for collateralization, and we can structure the accounts in a way that will allow the Board to deposit additional funds, thus meeting all your depository needs.



First National Bank

Fee Information:

SERVICE CHARGE DETAIL

Account Services

Account Maintenance	\$26.0000
Balance Assessment	\$0.16/100/YRAVGLDGR
Stop Payment	\$37.0000

Depository Services

Deposits	\$0.5000
Deposited Item (FNB)	\$0.1900
Deposited Item (other Bank)	\$0.1900
Incoming ACH Credit	\$0.1900
Incoming ACH Debit	\$0.1900
Checks Paid	\$0.2500

Online Reporting Services

ExecuBanc With Wire Origination	\$30.0000
ExecuBanc With ACH Origination	\$20.0000

Information Reporting Services

EDI Reporting	\$30.0000
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ACH Services

ACH Originated Item	\$0.1600
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Wire Services

Incoming Wire	\$19.0000
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Fraud Prevention Services

ACH Debit Filter	\$40.0000
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The information contained in this proposal is confidential and proprietary to First National Bank. Fees and rates are subject to change at the Bank's discretion.



First National Bank

VI. General Information

First National Bank maintains a robust Information Security Program to ensure data integrity, availability, and confidentiality. We take the security of customer information very seriously. In addition to individuals in the IT Department vested with the responsibility to provide a secure information technology infrastructure, we have a team of employees solely dedicated to Information Security. Additionally, we deploy various critical safeguards to monitor, detect, and protect its systems and sensitive information against unauthorized intrusions, including but not limited to:

- Annual internal and external penetration tests to identify potential vulnerabilities to its system and applications;
- Continuous internal and external vulnerabilities risk assessment;
- Firewalls to protect FNB systems from unauthorized use;
- Threat intelligence systems for protection against emerging threats;
- Data Loss Prevention rules and alerts to mitigate sensitive information or system compromise; and,
- Security Information and Event Monitoring—correlating network activity to determine anomalous behavior with real-time alerting and investigation.

First National Bank also recognizes the importance of training all staff on data privacy, and we provide our employees with annual training to provide education about information security policies and the importance of safeguarding sensitive information including phishing awareness.

First National Bank has not experienced any unauthorized account access situations nor are we subject to any regulatory or compliance actions from our banking regulators.

First National Bank Financial Information

- **Current ratings from each of the following agencies, if rating the institution: Fitch Ratings Ltd., Moody's Investors Service and Standard & Poor's.**

First National Bank is rated A3 by Moody's and A- by Kroll. We are not rated by Standard & Poor's or Fitch Ratings.

- **Current audited annual financial report and Form 10-K filed with the SEC. The annual report should contain at least three years of comparative financial data.**

<https://www.fnb-online.com/about-us/investor-relations-shareholder-services/reports-and-filings/annual-reports>



First National Bank

WATAUGA COUNTY

PRINT NAME/TITLE

SIGNATURE

DATE

FIRST NATIONAL BANK

Susan Wilkat, VP Treas. Mgmt.

PRINT NAME/TITLE

Susan Wilkat

SIGNATURE

8/23/19

DATE

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AGENDA ITEM 10:

PROPOSED RESOLUTION CELEBRATING THE 100TH ANNIVERSARY OF THE PASSAGE OF THE NINETEENTH AMENDMENT TO THE CONSTITUTION OF THE UNITED STATES AND FOUNDING OF THE LEAGUE OF WOMEN VOTERS

MANAGER'S COMMENTS:

Per Commissioner request, a resolution celebrating the 100th anniversary of the passage of the 19th Amendment to the US Constitution for Board consideration.

Board action is requested to adopt the resolution as presented.

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

DRAFT

**Resolution Celebrating the 100th Anniversary of The Passage of
The Nineteenth Amendment to The Constitution of The United States
and Founding of The League of Women Voters**

WHEREAS, an organized movement to enfranchise women began in July, 1848, at a convention in Seneca Falls, NY; and

WHEREAS, through the efforts of brave and courageous women referred to as suffragists who sacrificed family, their personal life and their financial resources for over seventy years to gain equal rights for women, especially the right to vote; and

WHEREAS, women and men, black and white, supported the woman's suffrage movement for women to gain the constitutional right of having a voice in making the laws that govern them; and

WHEREAS, the woman's suffrage movement led to the passage of the 19th Amendment to the Constitution of the United States in 1919; with ratification by the states by the summer of 1920; and

WHEREAS, the National Woman's Suffrage Association dissolved in 1920 to create the League of Women Voters of the US to register voters and educate all voters; and

WHEREAS, the League of Women Voters of North Carolina was launched on October 7, 1920, on the steps of the Guilford County Courthouse by Gertrude Weil, a politically active and tireless young woman from Goldsboro, NC; and

WHEREAS, more than 120,000 women were registered to vote in North Carolina by 1920; and

WHEREAS, women today constitute a majority vote in our state and the US and are running for office in higher numbers and more active in the election process than ever before in history.

NOW THEREFORE, BE IT RESOLVED that the 100th anniversary of women gaining the right to vote and the founding of the League of Women Voters in the United States and in North Carolina is recognized for the impact these historic accomplishments have on citizen engagement and the civic life of the community, the state and the nation.

***The Constitution of the United State of America, Amendment XIX
Women's Suffrage***

The right of the citizens of the United States to vote shall not be denied or abridged by the United States or by ay State on account of sex.

Congress shall have the power to enforce this article by appropriate legislation

ADOPTED this the 15th day of October, 2019

ATTEST:

John Welch, Chairman
Watauga County Board of Commissioners

Anita J. Fogle, Clerk to the Board

AGENDA ITEM 11:**MISCELLANEOUS ADMINISTRATIVE MATTERS*****A. Recommended Contract Awards for Employee Medical, Dental, and Life Insurance*****MANAGER'S COMMENTS:**

Renewal rates have been received for medical, dental, and life insurance benefits. The initial renewal rate received from CIGNA for medical insurance was a 21.58% increase. Further negotiations and analysis of additional claims was provided allowing for a 10.61% reduction. Staff received quotes from MedCost and Blue Cross Blue Shield. United HealthCare declined to quote. The final and lowest rate received by the County was from CIGNA with a 10.97% increase.

The initial renewal rate submitted by CIGNA for dental insurance was a 10% increase. Ameritas Dental provided a 3% rate reduction. Life insurance premiums through Symetra Financial will remain unchanged due to the current rate lock.

Staff recommends CIGNA's Level Funding plan for the County's medical insurance plan with a 10.97% increase and for the County to fund \$1,000 into each employee's HSA account. Staff further recommends Ameritas Dental with a three percent (3%) rate reduction.

Adequate funds have been budgeted to cover the renewal rates. Board action is required.



MEDICAL & DENTAL PLAN

2020 Renewal Recommendations



October 2019



Plan Design	CIGNA Current		CIGNA Renewal		
	HSA In-Network		HSA In-Network		
Primary Care Physician	Deductible/20%		Deductible/20%		
Specialist Physician	Deductible/20%		Deductible/20%		
Well Baby Care	100%		100%		
Immunizations/Injections	100%		100%		
Physical Exams	100%		100%		
Pap Smears/Mammograms	100%		100%		
Deductible	\$2,500		\$2,500		
Deductible - Family Maximum	\$5,000		\$5,000		
Coinsurance Maximum - Individual	100%		100%		
Coinsurance Maximum - Family	100%		100%		
Out of Pocket Maximum - Individual	\$2,500		\$2,500		
Out of Pocket Maximum - Family	\$5,000		\$5,000		
In-patient Hospital Services	Deductible/20%		Deductible/20%		
Out-patient Hospital Services	Deductible/20%		Deductible/20%		
Urgent Care	Deductible/20%		Deductible/20%		
Emergency Room	Deductible/20%		Deductible/20%		
Pharmacy	Deductible/20%		Deductible/20%		
Lifetime Maximum	Unlimited		Unlimited		
Health Savings Account - County Funded	\$1,000		\$1,000		
MUST MEET WELLNESS CRITERIA					
Active Monthly Rates					
Employee Only	236	\$659.47	\$155,634.92	\$740.68	\$174,800.48
Employee/Spouse	5	\$1,432.37	\$7,161.85	\$1,608.74	\$8,043.70
Employee/Child(ren)	28	\$981.31	\$27,476.68	\$1,102.13	\$30,859.64
Employee/Family	2	\$2,024.57	\$4,049.14	\$2,273.87	\$4,547.74
Monthly Cost	271		\$194,322.59		\$218,251.56
Annual Cost		Includes Commission	\$2,383,102.04	Includes Consulting Fee	\$2,644,518.72
					110.97%

2020 Dental Renewal



		CIGNA Current		Cigna Dental Renewal 2020		Ameritas Dental Proposal 2020	
Plan Design		In-Network		In-Network		In-Network	
Class I Expenses - Preventive							
Oral Exams		100%		100%		100%	
Cleanings		100%		100%		100%	
Routine X-Rays		100%		100%		100%	
Class II Expenses - Basic Restorative Care							
Emergency Care		Deductible/20%		Deductible/20%		Deductible/20%	
Fillings		Deductible/20%		Deductible/20%		Deductible/20%	
Oral Surgery		Deductible/20%		Deductible/20%		Deductible/20%	
Root Canal		Deductible/20%		Deductible/20%		Deductible/20%	
Major/ Minor Periodontics		Deductible/20%		Deductible/20%		Deductible/20%	
Anesthetics		Deductible/20%		Deductible/20%		Deductible/20%	
Class III Expenses - Major Restorative Care							
Crowns/ Inlays/ Onlays		Deductible/50%		Deductible/50%		Deductible/50%	
Stainless Steel/ Resin Crowns		Deductible/50%		Deductible/50%		Deductible/50%	
Dentures		Deductible/50%		Deductible/50%		Deductible/50%	
Bridges		Deductible/50%		Deductible/50%		Deductible/50%	
Class IV Expenses - Orthodontia							
		0%		0%		0%	
Class IX Expenses - Implants							
Plan Calendar Year Max \$1,000		Deductible/50%		Deductible/50%		Deductible/50%	
Deductible		\$50		\$50		\$50	
Deductible - Family		\$150		\$150		\$150	
Calendar Year Maximum		\$1,000		\$1,000		\$1,000	
Active Monthly Rates							
Employee Only	211	\$28.75	\$6,066.25	\$31.63	\$6,673.93	\$27.80	\$5,865.80
Employee/Spouse	26	\$77.59	\$2,017.34	\$85.35	\$2,219.10	\$75.04	\$1,951.04
Employee/Child(ren)	32	\$77.59	\$2,482.88	\$85.36	\$2,731.46	\$75.04	\$2,401.28
Employee/Family	17	\$128.41	\$2,182.97	\$141.25	\$2,401.25	\$124.22	\$2,111.74
Monthly Cost	286		\$12,749.44		\$14,025.74		\$12,329.86
Annual Cost			\$152,993.28		\$168,308.83		\$147,958.32
					110%		97%

AGENDA ITEM 11:**MISCELLANEOUS ADMINISTRATIVE MATTERS*****B. Boards and Commissions*****MANAGER'S COMMENTS:*****Board of Adjustment***

The terms of David Hill, current Chairman, and Chuck Phillips, current Vice-Chairman, are set to expire in November. Both are willing to continue to serve for an additional three (3) year term. Both are at-large appointees. The Board is in the process of scheduling a meeting for the first or second week in December. In the event appointments have not been made by that time, Mr. Hill and Mr. Phillips would continue to serve until re-appointed or replaced.

Volunteer applications have been received from Mr. Hill as well as Mr. Lee Stroupe and Ms. Edith Tugman, both of whom are also interested in serving. Mr. Stroupe and Ms. Tugman are first readings. Mr. Hill and Mr. Phillips are both second readings.

Volunteer Application
Watauga County Boards And Commissions

If you are a Watauga County resident, at least 18 years old, and willing to volunteer your time and expertise to your community, please complete the application below and click on Print Form.
Please sign and mail or fax to:

Watauga County Commissioners' Office
814 West King Street, Suite 205
Boone, NC 28607
Phone: (828) 265-8000
Fax: (828) 264-3230

Name: DAVID A. HILL
Home Address: 191 Hill Rd
City: ZIONVILLE NC Zip: 28698
Telephone: (H) 828 297 6267 (W) 265-7625 (Fax) 265-7617
Email: dhill191@gmail.com
Place of Employment: WATAUGA County COMMUNICATIONS
Job Title: TELECOMMUNICATOR SUPERVISOR

In Order To Assure County wide Representation Please Indicate Your Township Of Residence:

- | | | |
|-------------------------------------|------------------------------------|---|
| <input type="radio"/> Bald Mountain | <input type="radio"/> Stony Fork | <input type="radio"/> Watauga |
| <input type="radio"/> New River | <input type="radio"/> Brushy Fork | <input checked="" type="radio"/> Cove Creek (I think) |
| <input type="radio"/> Beaver Dam | <input type="radio"/> Meat Camp | <input type="radio"/> Shawneehaw |
| <input type="radio"/> Blue Ridge | <input type="radio"/> Blowing Rock | <input type="radio"/> Laurel Creek |
| <input type="radio"/> Elk | <input type="radio"/> North Fork | <input type="radio"/> Boone |

In addition, Please Indicate If You Live In One Of The Following Areas:

- | | |
|--|--|
| <input type="radio"/> Foscoe-Grandfather Community | <input type="radio"/> Valle Crucis Historic District |
| <input type="radio"/> Howards Creek Watershed | <input type="radio"/> Winklers Creek Watershed |
| <input type="radio"/> South Fork New River Watershed | <input type="radio"/> Extraterritorial Area |

We Ask Your Help In Assuring Diversity Of Membership By Age, Gender, And Race, By Answering The Following Questions

- | | |
|---------------------------------------|--|
| Gender | Ethnic Background |
| <input checked="" type="radio"/> Male | <input type="radio"/> African American |
| <input type="radio"/> Female | <input checked="" type="radio"/> Caucasian |
| | <input type="radio"/> Native American |
| | <input type="radio"/> Hispanic |
| | <input type="radio"/> Other |

Please List (In Order Of Preference) The Boards/Commissions On Which You Would Be Willing To Serve.

1. BOARD OF ADJUSTMENT
3. FMS ADVISORY COUNCIL
4. RECREATION COMMITTEE
2. PLANNING BOARD
5. BOARD OF ELECTIONS
6. LOCAL EMERGENCY PLANNING COMMITTEE

264-3230

Volunteer Application
Watauga County Boards And Commissions
(Continued)

Please list any work, volunteer, and/or other experience you would like to have considered in the review of your application.

Work
Experience:

NAVY VETERAN 1976-1998 Retired
Retiring From County Service January 2020
From 9-1-1 Center Service

Volunteer
Experience:

BOARD OF ADJUSTMENT - Currently Serving
AS CHAIR.

Other
Experience:

BS PLANNING - Appalachian State Univ. 2005

Other
Comments:

I ENJOY Very much The opportunity to serve
ON THE BOA. We have handled some
Very CRUCIAL MATTERS while I have been
Serving. It is challenging but Rewarding.

Signature:



Date:

10-8-19

Print Form

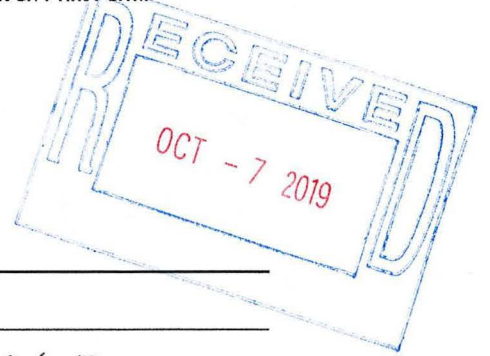
Reset Form

Volunteer Application
Watauga County Boards And Commissions

101519 BCC Meeting

If you are a Watauga County resident, at least 18 years old, and willing to volunteer your time and expertise to your community, please complete the application below and click on Print Form.
Please sign and mail or fax to:

Watauga County Commissioners' Office
814 West King Street, Suite 205
Boone, NC 28607
Phone: (828) 265-8000
Fax: (828) 264-3230



Name: Lee Wilcox Stroupe
Home Address: 398 Seven Oaks Rd
City: Boone Zip: 28607
Telephone: (H) 828-264-1276 (W/M) 828-773-7678 (Fax) _____
Email: lstroupe@gmail.com
Place of Employment: Retired
Job Title: Watauga County HS Teacher + Coach

In Order To Assure County wide Representation Please Indicate Your Township Of Residence:

- | | | |
|--|------------------------------------|------------------------------------|
| <input type="radio"/> Bald Mountain | <input type="radio"/> Stony Fork | <input type="radio"/> Watauga |
| <input checked="" type="radio"/> New River | <input type="radio"/> Brushy Fork | <input type="radio"/> Cove Creek |
| <input type="radio"/> Beaver Dam | <input type="radio"/> Meat Camp | <input type="radio"/> Shawneehaw |
| <input type="radio"/> Blue Ridge | <input type="radio"/> Blowing Rock | <input type="radio"/> Laurel Creek |
| <input type="radio"/> Elk | <input type="radio"/> North Fork | <input type="radio"/> Boone |

In addition, Please Indicate If You Live In One Of The Following Areas:

- | | |
|---|--|
| <input type="radio"/> Foscoe-Grandfather Community | <input type="radio"/> Valle Crucis Historic District |
| <input type="radio"/> Howards Creek Watershed | <input type="radio"/> Winklers Creek Watershed |
| <input checked="" type="radio"/> South Fork New River Watershed | <input type="radio"/> Extraterritorial Area |

We Ask Your Help In Assuring Diversity Of Membership By Age, Gender, And Race, By Answering The Following Questions

- | | | |
|---------------------------------------|--|--------------------------------|
| Gender | Ethnic Background | |
| <input checked="" type="radio"/> Male | <input type="radio"/> African American | <input type="radio"/> Hispanic |
| <input type="radio"/> Female | <input type="radio"/> Caucasian | <input type="radio"/> Other |
| | <input type="radio"/> Native American | |

Please List (In Order Of Preference) The Boards/Commissions On Which You Would Be Willing To Serve.

1. Board of Adjustment
2. _____
3. _____

Volunteer Application
Watauga County Boards And Commissions
(Continued)

101519 BCC Meeting

Please list any work, volunteer, and/or other experience you would like to have considered in the review of your application.

Work
Experience:

Worked 27 yrs at Watauga H.S. has Science teacher and coach...
Worked 4 yrs in Greensboro City Schools as Science Teacher + coach
Worked 3 yrs in Rockingham County schools as Teacher + coach

Volunteer
Experience:

- member of the Rural Fire Board for 10 years
- President of the Watauga County Retired School Personnel
(two terms)
- New River 2 Precinct chair for 20 yrs.
- Boone Board of Adjustment for approx. ten years

Other
Experience:

Worked as Chief Judge for NR-2 precinct for 3 election cycles.
Beautification committee for our Seven Oaks neighborhood
Active Volunteer for Watauga County Plant Sale. 10 yrs

Other
Comments:

I have served as a regular member and ETJ member of the Boone Board of Adjustment and had training for ^{the} position. I feel I could add some perspective to the county board.

Signature:

Lee W. Stoupe

Date:

10-6-2019

Print Form

Reset Form

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Watauga County Boards And Commissions

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Please sign and mail or fax to:

Watauga County Commissioners' Office
814 West King Street, Suite 205
Boone, NC 28607
Phone: (828) 265-8000
Fax: (828) 264-3230

Name: Edith H. Tugman (Mrs. Stuart B. Tugman)

Home Address: 216 Cherry Drive

City: Boone, NC Zip: 28607

Telephone: (H) 828-386-4181 (W) N/A (Fax) N/A

Email: edietugman@gmail.com

Place of Employment: Retired

Job Title: N/A

In Order To Assure County wide Representation Please Indicate Your Township Of Residence:

- | | | |
|-------------------------------------|------------------------------------|--|
| <input type="radio"/> Bald Mountain | <input type="radio"/> Stony Fork | <input type="radio"/> Watauga |
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| <input checked="" type="radio"/> Female | <input checked="" type="radio"/> Caucasian | <input type="radio"/> Other |
| | <input type="radio"/> Native American | |

Please List (In Order Of Preference) The Boards/Commissions On Which You Would Be Willing To Serve.

1. Watauga County Board Of Adjustment
2. _____
3. _____

Volunteer Application
Watauga County Boards And Commissions
(Continued)

Please list any work, volunteer, and/or other experience you would like to have considered in the review of your application.

Work
Experience:

Professional: + Real Estate Paralegal - Charles Clement, Boone NC
+ Civil Litigation Paralegal (Professional Liability Defense) - Smith
Anderson, Blount, Dorsett, Mitchell and Jernigan (currently - Smith,
Anderson - Raleigh, NC)
+ North Carolina Hospital Association - Loss Reduction Management,
NC Hospital Reciprocal Exchange - Raleigh, NC
+ St Paul Fire and Marine - Loss Reduction Specialist, Healthcare Risk
Management Division
+ Novant Health (Forsyth Medical Center/Presbyterian Hospital/
Professional Practices) Manager, Loss Reduction, Dept of Risk
Mgmt. (Managed all claims w/in \$5million Self Insured Retention)

Volunteer
Experience:

- Coordinator, Towel Ministry, Holy Cross Episcopal Church (house repair ministry)
- Appalachian Theater, day labor, small construction projects
- Lay Reader/ Chalice/ Acolyte - Holy Cross Episcopal Church
- Mission and Outreach Comm. - Holy Cross Episcopal Church

Other
Experience:

Other
Comments:

I am actively involved in the community, volunteering for local organizations. I would greatly appreciate being able to serve Watauga Co. in the capacity as a member of the County Board of Adjustment.

Signature:

Edith H. Sigman

Date:

Oct 8, 2019

Print Form

Reset Form

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AGENDA ITEM 11:

MISCELLANEOUS ADMINISTRATIVE MATTERS

C. Announcements

MANAGER'S COMMENTS:

Due to the Commissioners' Board Room being an official polling site on Election Day, the November 5, 2019, regular meeting of the Board of Commissioners has been rescheduled to Wednesday, November 6, 2019, at 8:30 A.M. in the Commissioners' Board Room

AGENDA ITEM 12:

PUBLIC COMMENT

AGENDA ITEM 13:

BREAK

AGENDA ITEM 14:

CLOSED SESSION

Attorney/Client Matters – G. S. 143-318.11(a)(3)
Land Acquisition – G. S. 143-318.11(a)(5)(i)