

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

**TUESDAY, MARCH 6, 2018
8:30 A.M.**

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

TIME	#	TOPIC	PRESENTER	PAGE
8:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: February 20, 2018, Special Meeting – Public Hearing February 20, 2018, Regular Meeting February 20, 2018, Closed Session		1
	3	APPROVAL OF THE MARCH 6, 2018, AGENDA		11
8:35	4	SHERIFF'S OFFICE REQUEST TO PURCHASE NEW BODY CAMERAS AND STORAGE	CAPTAIN REDMON	13
8:40	5	REQUESTS FOR SOUTH FORK RESTORATION PROJECT AT THE TED MACKORELL SOCCER COMPLEX	MR. GEORGE SANTUCCI	15
8:45	6	PROPOSED PRE-APPLICATION FOR AN APPALACHIAN REGIONAL COMMISSION (ARC) GRANT FOR SECTION 4 OF THE MIDDLE FORK GREENWAY	MR. JOE FURMAN	21
8:50	7	BOARD OF EQUALIZATION AND REVIEW SCHEDULE	MR. LARRY WARREN	27
8:55	8	MISCELLANEOUS ADMINISTRATIVE MATTERS A. Proposed Lease Renewal - Daymark Recovery B. Boards and Commissions C. Announcements	MR. DERON GEOUQUE	31 39 55
9:00	9	PUBLIC COMMENT		56
10:00	10	BREAK		56
10:05	11	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3) Land Acquisition – G. S. 143-318.11(a)(5)(i) Personnel Matters – G. S. 143-318.11(a)(6)		56
10:25	12	POSSIBLE ACTION AFTER CLOSED SESSION		56
10:30	13	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

February 20, 2018, Special Meeting Minutes – Public Hearing

February 20, 2018, Regular Meeting

February 20, 2018, Closed Session

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS SPECIAL MEETING
TUESDAY, FEBRUARY 20, 2018**

The Watauga County Board of Commissioners held a special meeting on Tuesday, February 20, 2018, at 5:00 P.M. in the Commissioners' Board Room, Watauga County Administration Building, Boone, North Carolina. The purpose of the meeting was to hold a public hearing to allow citizen comment on a proposed Parks and Recreation Trust Fund (PARTF) grant application requesting funding for Section 4 of the Middle Fork Greenway. Section 4 connects the existing Greenway at Tweetsie Railroad to the planned Goldmine Branch Park on Niley Cook Road.

Present: John Welch, Chairman
 Billy Kennedy, Vice-Chairman
 Jimmy Hodges, Commissioner
 Larry Turnbow, Commissioner
 Perry Yates, Commissioner
 Anthony di Santi, County Attorney
 Deron Geouque, County Manager
 Anita J. Fogle, Clerk to the Board

Chairman Welch called the meeting to order at 5:02 P.M.

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON A PROPOSED PARKS AND RECREATION TRUST FUND (PARTF) GRANT APPLICATION REQUESTING FUNDING FOR SECTION 4 OF THE MIDDLE FORK GREENWAY

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to open the public hearing at 5:02 P.M.

VOTE: Aye - 5
 Nay - 0

The following shared comments of support for the proposed grant application: Marilyn Laxton, Eva Rand, Laura England, Anne Burgess, Zika Rea, Eric Heistand, Brad Moretz, Jennifer Greene, and Wendy Patoprsty. There were approximately fifty people in attendance.

As there were no further comments, Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to close the public hearing at 5:28 P.M.

VOTE: Aye - 5
 Nay - 0

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to adjourn the meeting at 5:28 P.M.

VOTE: Aye - 5
 Nay - 0

John Welch, Chairman
 ATTEST: Anita J. Fogle, Clerk to the Board

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 20, 2018**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, February 20, 2018, at 5:30 P.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: John Welch, Chairman
 Billy Kennedy, Vice-Chairman
 Jimmy Hodges, Commissioner
 Larry Turnbow, Commissioner
 Perry Yates, Commissioner
 Anthony di Santi, County Attorney
 Deron Geouque, County Manager
 Anita J. Fogle, Clerk to the Board

Chairman Welch called the meeting to order at 5:41 P.M.

Commissioner Yates opened with a prayer and Vice-Chairman Kennedy led the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Welch called for additions and/or corrections to the February 6, 2018, regular meeting and closed session minutes.

Commissioner Yates, seconded by Vice-Chairman Kennedy, moved to approve the February 6, 2018, regular meeting minutes as presented.

VOTE: Aye-5
 Nay-0

Commissioner Yates, seconded by Vice-Chairman Kennedy, moved to approve the February 6, 2018, closed session minutes as presented.

VOTE: Aye-5
 Nay-0

APPROVAL OF AGENDA

Chairman Welch called for additions and/or corrections to the February 20, 2018, agenda.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the February 20, 2018, agenda as presented.

VOTE: Aye-5
 Nay-0

PROPOSED HEALTH DEPARTMENT BUILDING RENOVATION CHANGE ORDER

Mr. Robert Marsh presented Change Order number two regarding renovations to the Health Department Building. The Board previously approved a Change Order upgrading from standard carpet to carpet tiles. This Change Order includes the raising of two (2) electrical boxes and lowering data outlets to accommodate new base cabinets; installation of new ball valves/cutoffs for the water distribution lines for the upper level floor area; and the addition of three (3) circuit/outlets. Total cost of the Change Order is \$2,150.29. Funds are available in the current \$20,000 contingency to cover the expense. Mr. Randy Jones, Architect, has stated that he will reimburse the County \$1,423.29 for a net expense of \$727 to the County.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve Change Order number two (2) in the amount of \$2,150.29 with the funds to come from the project contingency and with the understanding that Mr. Randy Jones plans to reimburse the County the amount of \$1,423.29.

VOTE: Aye-5
Nay-0

REQUEST TO SUBMIT A GRANT PRE-APPLICATION TO NC RECREATION TRAILS PROGRAM FOR MIDDLE FORK GREENWAY, SECTION 4

Mr. Joe Furman, Planning and Inspections Director, presented a pre-application to the North Carolina Recreational Trails Program for the full amount of \$100,000 for the Middle Fork Greenway, Section 4. A pre-application was submitted two years ago, however at that time only unpaved trails were being funded. This is no longer the case. The Blue Ridge Conservancy and Middle Fork Greenway will provide the \$25,000 required match if the grant is awarded. The total estimate for Section 4 is \$1.4 million. \$200,000 has been approved from the North Carolina Division of Water Resources grant and staff has submitted for a \$430,000 grant from the North Carolina Parks and Recreation Trust Fund (PARTF). The remaining cost of the project will be covered by Blue Ridge Conservancy through grant funds from the Watauga Tourism Development Authority (TDA) and fundraising efforts. Mr. Furman stated that notification from the pre-application should arrive by early summer and, if approved, then a request will be made to submit Part B in the application process.

Commissioner Turnbow, seconded by Commissioner Hodges, moved to authorize the submittal of a pre-application to the North Carolina Recreational Trails Program in the amount of \$100,000 for the Middle Fork Greenway, Section 4.

VOTE: Aye-5
Nay-0

TAX MATTERS***A. Monthly Collections Report***

Tax Administrator, Mr. Larry Warren, presented the Tax Collections Report for the month of January 2017. This report was presented for information only and, therefore, no action was required.

B. Refunds and Releases

Mr. Warren presented the Refunds and Releases Report for January 2018 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Hodges, seconded by Commissioner Yates, moved to approve the Refunds and Releases Report for January 2018, as presented.

VOTE: Aye-5

Nay-0

C. Tax Lien Report

Mr. Warren presented the Tax Lien Report which lists delinquent tax bills that were liens on real property and requested authorization to advertise such liens between March 1 and June 30, 2018.

Commissioner Yates, seconded by Commissioner Turnbow, moved to order the Tax Administrator to advertise the liens as reported between March 1 and June 30, 2018.

VOTE: Aye-5

Nay-0

FINANCE MATTERS***A. Budget Amendments***

Ms. Margaret Pierce, Finance Director, reviewed the following budget amendments:

Account #	Description	Debit	Credit
103980-398121	Transfer from Capital Projects Fund		\$25,000
105890-463102	Appalachian Theatre	\$25,000	
213991-399101	Fund Balance Appropriation		\$25,000
219800-498010	Transfer to General Fund	\$25,000	

The amendment allocates an additional \$25,000 to the Appalachian Theatre project per a recommendation from the Economic Development Commission at the February 6, 2018, regular Board meeting.

233991-399101	Fund Balance Appropriation		\$5,000
243410-423800	Undercover Drug Purchases	\$5,000	

The amendment recognized additional funds for use in law enforcement cases as buy money for investigations. The funds are from the State Substance Abuse Tax Fund. The amendment was requested by Sheriff Hagaman.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the budget amendments as presented by Ms. Pierce.

VOTE: Aye-5
Nay-0

B. Vaya Health Quarterly Report

Ms. Margaret Pierce presented the Vaya Health Quarterly Financial Report as required by Statute. The report was given for information only and, therefore, no action was required.

C. Vaya Health FY 2017 Audit Report

Ms. Margaret Pierce presented the Vaya Health Annual Audited Financial Statements as required by Statute. The report was given for information only and, therefore, no action was required.

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Revision To The Resolution Ordering The Referendum For A Quarter-Cent Local Option Sales Tax With The Proceeds To Be Utilized For A 2 Cent Property Tax Rate Reduction In Watauga County

County Manager Geouque stated that the Board previously adopted a resolution ordering the referendum for a quarter-cent local option sales tax with the proceeds to be utilized for a two cent property tax rate reduction in Watauga County. In the resolution, May 17, 2018, was listed as the date of the primary. Since the adoption of that resolution, The County Manager stated that it has been brought to staff's attention that the date of the primary is May 8, 2018. County Manager Geouque requested the Board adopt a revised resolution clarifying the date of the primary as May 8, 2018.

Commissioner Yates, seconded by Vice-Chairman Kennedy, moved to adopt the revised "Resolution Ordering The Referendum For A Quarter-Cent Local Option Sales Tax With The Proceeds To Be Utilized For A 2 Cent Property Tax Rate Reduction In Watauga County."

VOTE: Aye-5
Nay-0

B. Boards and Commissions

County Manager Geouque presented the following for consideration:

Watauga County Board of Adjustment

The terms of Bill Ragan, Baxter Palmer and Todd Rice expired in November. All three are willing to continue to serve if reappointed. NC Statutes require a representative (resident) of

each zoned area in counties that have partial-county zoning such as Watauga. Mr. Rice represents the Valle Crucis Historic District, which is a small area with limited population, therefore small pool of potential representatives. Mr. Palmer is the alternate member and is the representative of the Foscoe-Grandfather zoned area. Mr. Ragan resides in the Howard Creek Watershed, which is not a zoned area in the traditional sense, but since the watershed ordinance was adopted under zoning authority, the County has attempted to appoint residents of those areas when possible.

The Pond Creek (Beech Mountain) Watershed Ordinance was not adopted under zoning authority as it is not large enough to qualify for partial-county zoning. Adam Rhyne resides in the South Fork New River/Winkler Creek/Middle Fork watershed (the boundaries adjoin and form one larger watershed-regulated area). David Hill and Charles Phillips are at-large members. Those 3 terms are not expiring this year. The new South Fork New River Watershed for the new Boone water intake does not have a representative.

Volunteer applications have been received from Mr. John Prickett, Mr. Joe Quinn, Mr. Michael Moore, Ms. Alyson Browett, and Ms. Emily Bish. All five requested to serve on the Board of Adjustment; however, upon review, Mr. Moore's application indicates he lives in the Foscoe-Grandfather Community. He does not live within the zoned area or the community council designated area. Mr. Prickett and Mr. Quinn are second readings. Ms. Browett and Ms. Bish are first readings.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to waive the second reading for Ms. Browett and Ms. Bish.

VOTE: Aye-5
Nay-0

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to appoint Ms. Alyson Browett, Mr. John Prickett, and Ms. Emily Bish to serve on the Board of Adjustment.

VOTE: Aye-5
Nay-0

Adult Care Home Community Advisory Committee

Mr. Harold Eller's term will expire March 3, 2018, on the Watauga County Adult Care Home Community Advisory Committee. He is willing to continue to serve an additional three-year term if reappointed. This is a second reading and, therefore, action may be taken if so desired.

Commissioner Hodges, seconded by Commissioner Yates, moved to reappoint Mr. Harold Eller to a three-year term on the Watauga County Adult Care Home Community Advisory Committee.

VOTE: Aye-5
Nay-0

Tourism Development Authority (TDA)

The terms of Mr. Jim Neustadt and Mr. Brad Moretz will expire February 28, 2018. The two seats must be occupied by someone representing a business that collects the occupancy tax in Watauga County. Mr. Wright Tilley, Watauga County TDA Director, has stated that both are willing to continue to serve an additional three-year term if reappointed. Ms. Alyson Browett submitted an application indicating her interest in serving on the TDA; however, Mr. Wright Tilley has stated that she does not appear to meet the requirements of the TDA seats listed above. Only owners or operators of lodging properties that collect the occupancy tax in Watauga County are eligible for consideration of these seats. This is a second reading and, therefore, action may be taken if so desired.

Commissioner Yates, seconded by Commissioner Hodges, moved to reappoint Mr. Jim Neustadt and Mr. Brad Moretz to three-year terms on the Watauga County Tourism Development Authority.

VOTE: Aye-5
Nay-0

WAMY Community Action

Ms. Joy Coffey's final term as a Public Sector representative for Watauga County ends on February 8, 2018. Ms. Melissa Soto, Executive Director of WAMY, requests a Commissioner or appointee be appointed to fill the four-year term. The County Manager stated that he would clarify the request with Ms. Soto.

AppalCART

The Town of Boone recommends the appointment of Ms. Connie Ulmer as the Town's representative on the AppalCART Board. This is a second reading and, therefore, action may be taken if so desired.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to appoint Ms. Connie Ulmer as the Town of Boone's representative on the AppalCART Board.

VOTE: Aye-5
Nay-0

C. Announcements

County Manager Geouque announced the following:

- The Annual Pre-Budget Retreat began on Monday, February 19, 2018, at 12:00 P.M., and will reconvene on Wednesday, February 21, 2018, at 8:30 A.M.
- The Watauga County Cooperative Extension will hold their Annual "Report to the People" on Tuesday, March 13, from 11:45 A.M. to 1:00 P.M. at the Agricultural Conference Center. Extension staff will prepare a homemade lunch for the meeting.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION

At 6:02 P.M., Commissioner Hodges, 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 Yates, moved to resume the open meeting at 7:08 P.M.

VOTE: Aye-5
Nay-0

POSSIBLE ACTION AFTER CLOSED SESSION

There was no action after closed session.

ADJOURN

Commissioner Yates, seconded by Vice-Chairman Kennedy, moved to adjourn the meeting at 7:08 P.M.

VOTE: Aye-5
Nay-0

John Welch, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

Blank Page

AGENDA ITEM 3:

APPROVAL OF THE MARCH 6, 2018, AGENDA

Blank Page

AGENDA ITEM 4:

SHERIFF'S OFFICE REQUEST TO PURCHASE NEW BODY CAMERAS AND STORAGE

MANAGER'S COMMENTS:

Captain Kelly Redmon will request the Board approve the purchase of four (4) new Axon body cameras along with licensing fees and cloud based storage. Adequate funds have been budgeted in the FY 2017-2018 budget.

Board approval is required to purchase the four (4) new Axon body cameras along with licensing fees and cloud based storage in the amount of \$15,268.



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

20 February 2018



To: Deron Geouque- Watauga County Manager

From: Captain Kelly Redmon

Ref: Purchase of new Body Cameras and storage

The Watauga County Sheriff's Office was approved in the FY 17-18 Budget the purchase of 4 new Axon body cameras. In addition to the camera hardware there are license fees and cloud based video storage cost that is associated with the cameras. The license fee and storage is a recurring cost yearly. This plan provides for unlimited cloud based storage and also provides for the replacement of cameras on the plan every 2.5 years with no additional cost.

When adding the 4 new cameras and license/storage fees to the existing contract recurring cost is elevated above the \$15,000 threshold that must be approved by the Board of County Commissioners.

The Current Axon plan with 12 cameras cost	\$12,108.00
The additional 4 cameras will cost	<u>\$ 3,160.00</u>
Total	\$15,268.00

The Watauga County Sheriff's Office request permission to add the 4 additional body cameras to the existing contact with Axon Enterprise, Inc. All of the above funds are in the current FY17-18 Sheriff's budget.

AGENDA ITEM 5:

REQUESTS FOR SOUTH FORK RESTORATION PROJECT AT THE TED MACKORELL SOCCER COMPLEX

MANAGER'S COMMENTS:

Mr. George Santucci, New River Conservancy, will present the South Fork River restoration project adjacent to the Ted Mackorell Soccer complex and across the river on the Town of Boone's and Hollar and Green's property.

He will be asking the Commissioners approve a restricted covenant on a fifty (50) foot buffer along the Ted Mackorell County property. In addition he will request that the County hold a conservation easement on the Hollar and Green property. A map is included detailing the project. These restrictions and easements are required by the CWMTF to ensure funding for the project.

Board approval is required to grant a fifty (50) foot restricted covenant buffer on property located at the Ted Mackorell Soccer Complex and for the County to hold the conservation easement for the Hollar and Green property related to this project.



New River Conservancy

*Protecting the waters, woodlands and wildlife
of the New River Watershed*

Project Site & Project Summary: The proposed South Fork New River (SFNR)

Ted Mackorell Soccer Complex Project includes restoration, recreation, and conservation activities along the SFNR, located within the greater New River watershed of western North Carolina.

South Fork New River: Enhancement Level 1 - 2800 LF.

Construction would include bench construction; reconnection to existing floodplain; riparian buffer & stream bank plantings; removal of invasive species; revetments; vanes; and root wads. Livestock exclusion will be employed on RR of the project reach. Through implementation of agricultural BMPs for exclusion, streambanks will be protected from subsequent compaction and erosion.

Project tasks consist of design; permitting; donated easements value; easement prep & recordation; construction, construction administration/observation, project administration.

Stream Condition: Impervious surfaces and stream channelization occurring upstream in more developed upstream areas have negatively impacted conditions at the project site. These conditions have increased the amplitude of storm-flows, resulting in the erosion of streambank material. Also, there is a lack of riparian buffer at the site. These circumstances have left the banks in an unstable condition, characterized by 12-15 feet vertical banks. "Flashy" flow conditions and poor woody vegetation root structure have been documented at the site. The existing stream is laterally unstable; has bank erosion; is aggrading; is degrading.





Water Quality Objectives: Goals of the proposed project include natural channel structures diverting shear stress from outer streambanks, toe wood and organic structures creating habitat for trout and other threatened species, and a dense woody riparian buffer stabilizing the soils and creating terrestrial habitat along a permanent conservation easement buffer of 50 feet minimum. Goals that apply to the proposed restoration project include improving or enhancing aquatic habitat & improving biological health of stream; reducing streambank erosion; and restoring floodplain connection and function.

Scope of Work:

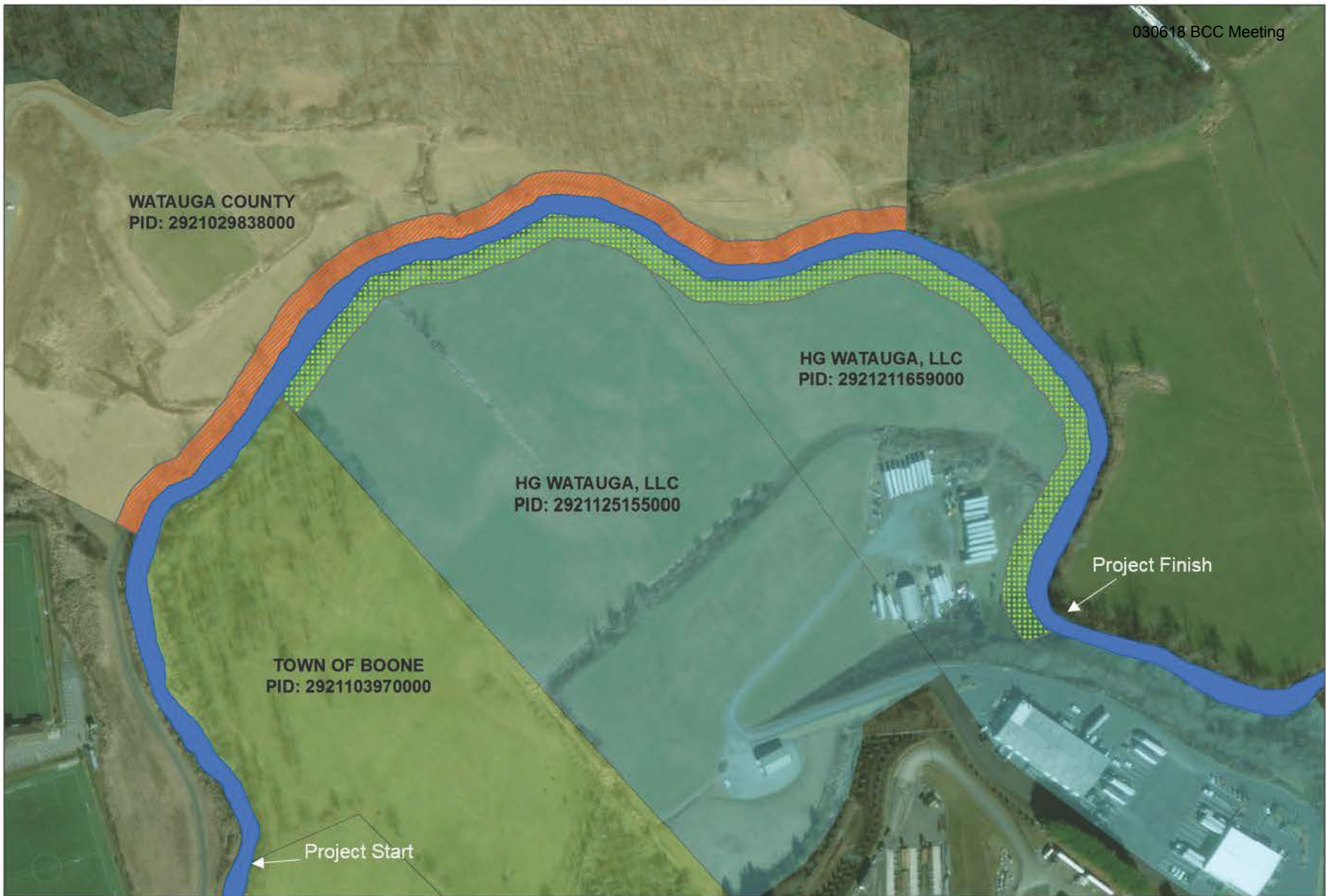
NRC shall conduct and complete the activities given below:


No.	Activity
1	Prepare an engineering design for restoring the Stream of the Project Site, to include detailed plans, specifications, and bid documents
2	Prepare permit application documents and obtain applicable Federal and State permits for the construction of the engineering design
3	Negotiate, prepare, and record conservation agreements and other appropriate instruments for the properties of the Project Site
4	Construct the stream restoration per the engineering design, including entering into a construction contract, accomplishing the construction, administering the construction contract, and observing and documenting conformance of the construction to the construction contract documents and approved changes
5	Administer the project

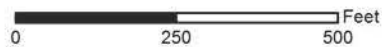
CWMTF funded stream restoration, enhancement, and stabilization designs and their implementation must provide for permanently vegetated riparian buffers and permanent legal protection of the riparian buffers:

Schedule of Properties for Legal Protection of Riparian Buffers								
No.	Property Owner	PIN	Stream Right			Stream Left		
			Approx. Stream Frontage (LF)	Approx. Protected Buffer Width (feet)	Approx. Protected Buffer Area (acres)	Approx. Stream Frontage (LF)	Approx. Protected Buffer Width (feet)	Approx. Protected Buffer Area (acres)
1	Watauga County	2911-92-5136-000				750	50	0.861
2	Watauga County	2921-02-9838-000				2050	50	2.353
3	Hollar Green Watauga	2921-12-5155-000	900	50	1.033			
4	Hollar Green Watauga	2921-21-1659-000	700	50	0.803			
Totals			1600		1.836	2800		3.214
Average protected buffer widths				50			50	

NRC can and will provide monetary and technical assistance with surveys, title search, Phase 1 ESA, and deed drafting.



-  Conservation Easement (50 ft)
-  Restrictive Covenant (50 ft)
-  New River, South Fork



Prepared by NRC 2018

*Note: Property boundaries are approximate. This is not to be construed as a survey.



Blank Page

AGENDA ITEM 6:**PROPOSED PRE-APPLICATION FOR AN APPALACHIAN REGIONAL COMMISSION (ARC) GRANT FOR SECTION 4 OF THE MIDDLE FORK GREENWAY****MANAGER'S COMMENTS:**

Mr. Joe Furman, Planning and Inspections Director, will request permission to submit a pre-application for \$300,000 to the Appalachian Regional Commission (ARC) for funds for the Middle Fork Greenway, Section 4. ARC rates counties by "level of distress" and determines the required grant match accordingly. Watauga is considered an "at risk" county; therefore, the maximum percentage of the cost of the project ARC funds can cover is 70%. The estimated cost of the project is \$1.8 million; the \$300,000 (which is the maximum amount that can be requested) will not approach 70%.

Blue Ridge Conservancy (BRC) is also an eligible applicant. Mr. Furman and BRC are in the process of determining which entity has a better chance of being funded. If the determination is made that BRC should be the applicant, the County would not apply. The determination was not reached prior to the Board packet preparation.

Staff may request Board approval to submit the grant application at the March 6, 2018 meeting if the determination is made that the County would be the more suitable applicant.



ARC Grants and Contracts

ARC Grants

ARC awards grants to projects that address one or more of the five goals identified by ARC in its [2016–2020 strategic plan](#) and that can demonstrate measurable results. Typically, ARC project grants are awarded to state and local agencies and governmental entities (such as economic development authorities), local governing boards (such as county councils), and nonprofit organizations (such as schools and organizations that build low-cost housing).

How to Apply for an ARC Grant

Almost all program grants originate at the state level. Potential applicants should contact their state [ARC program manager](#) to request a preapplication package. The [local development district](#) serving the county in which the project is located may provide guidance on a project's eligibility for funding and assistance in preparing a grant application.

A small number of grants are awarded through requests for proposals (RFPs), sometimes as grant competitions. These [grant RFPs](#) are posted on the ARC Web site as they are issued.

Distressed Counties

ARC targets special assistance to economically [distressed counties](#) in the Appalachian Region, allowing up to 80 percent participation in grants in distressed areas.

[County Economic Status and Distressed Areas in Appalachia](#)

[County Economic Status and Match Rates, FY 2018](#)

[County Economic Status and Match Rates, FY 2017](#)

[List of Distressed Counties in Appalachia, FY 2018](#)

[List of Distressed Counties in Appalachia, FY 2017](#)

More Information on ARC grants

[About ARC Project Grants](#)

[ARC Project Guidelines](#)

[ARC Projects Approved, by Fiscal Year](#)

[Grantee Forms and Information](#)

ARC Contracts

ARC awards contracts for research on topics that impact economic development in the Appalachian Region, as well as contracts for technical assistance and other services. [Requests for proposals](#) will be posted as they are issued by ARC.



Checklist for Appalachian Regional Commission Construction Project Applications

All applicants requesting ARC investment funding should use this checklist to develop a complete project application. The framework for the checklist is based on [ARC's 2016-2020 Strategic Plan](#), which emphasizes strategic focus, collaboration, sustainability, and measurable impact.

In the column at left, list the page in your application where the required information can be found. Submit completed applications to your state's ARC program office.

SECTION 1: EXECUTIVE SUMMARY

Provide a two-page executive summary of project goals and strategies, purpose, key activities, strategic rationale, collaborative partnerships, project sustainability and capacity, and impact measures. See the ARC [Executive Summary template](#) for format and guidance.

SECTION 2: REQUIRED APPLICATION FORMS

Attach the required application forms to the front of the application packet:

- Federal Standard Form 424 (Include ARC funds and all matching funds)
- Federal Standard Form 424C (Budget Information)
- Federal Standard Form 424D (Construction Assurances)
- ARC Memorandum of Understanding

Forms required by state ARC program offices (ARC Form 1 or Form 2 may be required.)

SECTION 3: PROJECT NARRATIVE

Formatting instructions: Use the headings below as headings in the project narrative. The suggested length of the narrative is five to eight pages. Please number the pages.

1. Goals and Strategies

- List the primary ARC goal and the primary ARC objective the project will address (one goal and one objective only). See ARC's [2016-2020 Strategic Plan](#) for a list of ARC goals and objectives.
- List the primary ARC state strategy the project will address. See your state's most recent [Four-Year Appalachian Development Plan](#) for a list of state strategies. You can also contact your state's ARC program manager for additional guidance.

2. Project Description

- Provide a brief statement that describes the project's primary purpose, main activities, and expected impacts. This statement can also be used as the purpose statement in the Executive Summary.
- Provide a detailed work plan, including a description of all major project activities (what will be done, who will complete each activity) and timelines for each activity during the course of the project.
- Identify the counties where the proposed project will be based and the counties in the project's entire service area. If the project is not county-wide, identify the census tracts of the project's entire service area.
- Attach maps to illustrate the project's service area and detailed maps or schematics that show the route of utility systems, diagrams of building sites, and floorplans of buildings to be constructed.
- Provide a preliminary engineering report, an architectural report, or a detailed description of all major construction components. Include details, such as linear feet to be constructed, square footage built, acreage served, and timelines for starting and completing each component.
- For projects where energy-efficiency can be improved (in the scope of the project), discuss efforts that may have been made to improve the energy-efficiency and green-building practices of the project, as outlined in [ARC's Project Guidelines](#).

Checklist for ARC Construction Project Applications

Revised March 2016

	<p>SECTION 3: PROJECT NARRATIVE, cont'd.</p> <ul style="list-style-type: none"> For industrial sites or community facilities, describe approaches to marketing the project to potential users and beneficiaries, including strategic sectors to be pursued and an explanation of who will be responsible for marketing activities. Describe any plans for leasing or transferring ownership of the property, if applicable.
	<p>3. Strategic Rationale</p> <ul style="list-style-type: none"> Describe any problems, opportunities, or local/regional demand that the project will address and how these issues impact the community. Explain why the proposed project is the most practical, cost-effective, and beneficial way to achieve the desired results when compared to alternative approaches. Explain how the proposed project represents progress toward addressing a regional strategy, such as a comprehensive economic development strategy or a local visioning process. Describe other project benefits likely to result from the project (e.g., positive impact on future economic development activity in the area). For residential service projects in non-distressed counties, explain how the project meets the "Policy for Residential Infrastructure Projects" in ARC's Project Guidelines. Include letters or other documentation from state health/environmental agencies if relevant.
	<p>4. Collaborative Partnerships</p> <ul style="list-style-type: none"> Describe any partnerships or collaborations with other local community, state, regional, and federal partners in the development of the proposal. Provide letters of engagement from partner organizations that commit to undertake specific activities in support of the project.
	<p>5. Project Sustainability and Capacity</p> <ul style="list-style-type: none"> Identify the organization or agency that will own improvements and provide maintenance for the completed project. Describe strategy for ensuring the project's long-term financial and operational sustainability (e.g., five-year pro forma financial projections).
	<p>6. Impact Measures</p> <ul style="list-style-type: none"> List the expected outputs and outcomes of the project. See the Guide to ARC Project Performance Measures for information on identifying outputs and outcomes. Provide a credible and established methodology for estimating each impact measure that results from the project. If project has "jobs created," "jobs retained," or "leveraged private investment" as an impact measure, attach letters documenting job or investment commitments, if available.
	<p>SECTION 4: BUDGET INFORMATION AND SUPPORTING MATERIALS</p> <p>1. Engineering or Architectural Budget</p> <ul style="list-style-type: none"> Provide an engineering or architectural budget detailing line item project costs. The project total from the engineering or architectural budget should match the total on Standard Form 424. (Note that for construction projects only, ARC does not require a breakdown of expenditures by funding source.) If the ARC project is part of a larger, multi-phase project, provide only the detailed budget information that corresponds to the total budget for the ARC and matching funds. Example: a proposed ARC project includes \$500,000 of ARC funds and \$1.5 million of matching funds. This \$2 million project is part of a \$10 million multi-phase project. Applicant will provide detailed budget information only for the scope of the \$2 million ARC project, and will describe the rest of the larger \$10 million project in the Project Narrative section. If budget includes land or buildings, provide an MAI appraisal or comparable appraisal.

Checklist for ARC Construction Project Applications

Revised March 2016

	<p>SECTION 4: BUDGET INFORMATION AND SUPPORTING MATERIALS, cont'd.</p> <p>2. Non-ARC Funding Commitments</p> <ul style="list-style-type: none"> Identify each non-ARC funding source as federal, state, local, or private. Include a letter of commitment from each funding source that specifies the amount of funds committed and the kind of funds committed (grant, loan, cash, in-kind, etc.). Provide descriptions of in-kind resources, including the methods used to determine their value.
	<p>3. ARC Match Rate Calculation</p> <ul style="list-style-type: none"> List each county the project will serve and the economic status of each county. See ARC County Economic Status and Match Rates, FY 2016 to identify county economic status. For further match-related questions, contact your state's ARC program manager.
	<p>4. Additional Documentation</p> <ul style="list-style-type: none"> Enclose pertinent supporting materials that will lead to a better understanding of the proposed project. Do not include form letters. Include financial audits and utility rate structure information only if they are needed to demonstrate project sustainability. Summarized financial statements or pro forma financial projections are preferred.
	<p>5. Basic Agency Letter Committing to Administer ARC Funds</p> <ul style="list-style-type: none"> Address the letter to the Executive Director of the Appalachian Regional Commission. The letter must state the basic agency's willingness to administer the project if approved by ARC; the ARC grant amount; the total matching funds amount; the total project cost; and the primary basic agency contact person(s) for project management and financial management of the grant. For projects that will be administered by the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) program or CDBG Entitlement program, the HUD certification form is the basic agency commitment letter.

Reference Documents:**ARC Strategic Plan**

www.arc.gov/images/newsroom/publications/sp/InvestinginAppalachiasFutureARCs2016-2020StrategicPlan.pdf

State ARC Four-Year Development Plans

www.arc.gov/stateplans

ARC Project Guidelines

<http://www.arc.gov/publications/ARCProjectGuidelinesContents.asp>

ARC County Economic Status

<http://www.arc.gov/funding/ARCCountyEconomicStatusandMatchRatesFY2016.asp>

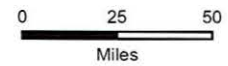
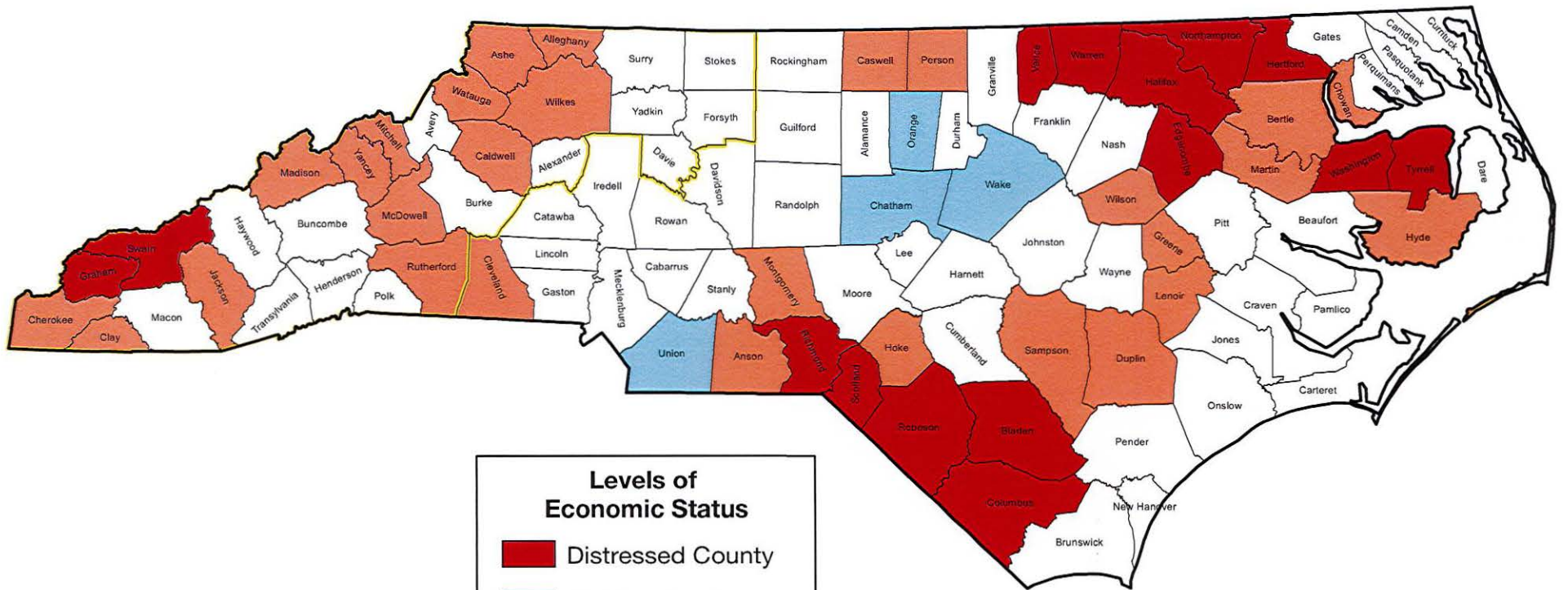
http://www.arc.gov/appalachian_region/CountyEconomicStatusandDistressedAreasinAppalachia.asp

ARC Grantee Forms and Instructions

www.arc.gov/forms

County Economic Status in North Carolina, Fiscal Year 2018

Unofficial Designations - Approval Pending



Levels of Economic Status

- Distressed County
- At-Risk County
- Transitional County
- Competitive County
- Attainment County
- ARC Counties

AGENDA ITEM 7:**BOARD OF EQUALIZATION AND REVIEW SCHEDULE****MANAGER'S COMMENTS:**

Mr. Larry Warren, Tax Administrator, will discuss the scheduling of the FY 2018 Board of Equalization and Review (E&R). The Board may create a special Board of Equalization and Review that will serve this spring. In previous years, the Board was incorporated to include the Manager as an alternate member.

The convening date for the Board of Equalization and Review is scheduled for Wednesday April 18th at 2:30 PM in the County Commissioners Conference room. Adjournment of the Board is scheduled for Thursday April 26, 2018 at 5:00 PM in the County Commissioners Conference room. A schedule of the meeting dates will be provided at the Board meeting on April 3, 2018.

Staff will request the Board approve the schedule for FY 2018 Board of Equalization and Review as presented. In addition, direction is requested as to whether the Board wishes to create a special board for E&R or if the Board of County Commissioners plans to serve in that capacity. Should the Board wish to have the County Manager serve as an alternate member the attached resolution would need to be adopted.

Board action is required.



WATAUGA COUNTY TAX ADMINISTRATION

*Courthouse, Suite 21 – 842 West King Street – Boone, NC 28607
(828) 265-8021 – FAX (828) 264-3230*

MEMORANDUM

TO: Deron T. Geouque
FROM: Larry D. Warren
SUBJECT: 2018 Board of Equalization and Review
DATE: FEBRUARY 23, 2017

I'd like to address the County Commissioners at the March 6th meeting to discuss dates and times for the 2018 Board of E&R. I would suggest:

Convene on Wednesday April 18, 2018 at 2:30 pm.
Adjourn for the taking of applications on Thursday April 26, 2018 at 5:00 pm.

The dates and times the Board approves will be advertised locally prior to the first meeting. The convening and adjourning dates for the 2018 Board of E&R is the official time for taking of applications for hearing of the property tax appeals. Compensation for the 2018 Board of E&R will also need to be approved. The member compensation for the past several years has been set at \$75.00 per session. Please let me know if you have questions. Also, I would like to present the attached Resolution for the Board's approval in establishing the Watauga County Board of Equalization and Review for 2018.

COUNTY OF WATAUGA

DRAFT

STATE OF NORTH CAROLINA

**RESOLUTION ESTABLISHING
WATAUGA COUNTY BOARD OF EQUALIZATION AND REVIEW**

WHEREAS, North Carolina General Statutes Section 105-322 authorizes the Board of County Commissioners by resolution to appoint a special Board of Equalization and Review to hear and review appeals of listings and valuations placed upon taxable property located within Watauga County; and

WHEREAS, this Board desires to establish a Board of Equalization and Review to perform those duties specified in G.S. 105-322.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF WATAUGA AS FOLLOWS: That this Board hereby establishes a Board of Equalization and Review as follows:

MEMBERSHIP:

1. Shall consist of the 5 member County Commissioners, each having one vote.
2. Three members shall constitute a quorum.
3. One alternate shall be appointed consisting of the County Manager.
4. The alternate shall only serve to meet a quorum of the Board for a scheduled Board of Equalization and Review meeting.

POWERS AND DUTIES:

The powers and duties of this Board shall be as specified in NCGS 105-328 and Article 21 of the Machinery Act.

ADOPTED by the Watauga County Board of Commissioners this, the 6th day of March, 2018.

John Welch, Chairman
Watauga County Board of Commissioners

ATTEST:

Anita J. Fogle, Clerk to the Board

Blank Page

AGENDA ITEM 8:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Proposed Lease Renewal - Daymark Recovery

MANAGER'S COMMENTS:

The current lease with Daymark Recovery is set to expire June 30, 2018. The County Attorney has reviewed and updated the existing lease to allow for another three (3) year term. The conditions will remain the same.

Board approval is required to approve the lease with Daymark Recovery Services effective July 1, 2018 through June 30, 2021 and as set forth in the attached lease.

STATE OF NORTH CAROLINA

LEASE AGREEMENT

COUNTY OF WATAUGA

THIS LEASE AGREEMENT, made and entered into this ____ day of _____, 2018 by and between Watauga County, a body politic of the State of North Carolina, hereinafter referred to as Lessor; and Daymark Recovery Services, Inc., hereinafter referred to as Lessee;

WITNESSETH:

1. **PREMISES:** That for and in consideration of the mutual covenants and agreements herein contained and subject to the terms and conditions hereinafter set forth, the Lessor does hereby demise and lease unto the Lessee and the Lessee does hereby lease from the Lessor the property known as Suite B located at 132 Poplar Grove Road Connector; Boone, NC 28607.

2. **ACCEPTANCE OF PROPERTY:** Neither the Lessor nor its agents have made any representations with respect to the building, the land upon which it is erected, or the leased property except as expressly set forth therein and no rights, easements, or licenses are acquired by the Lessee by implication or otherwise except as expressly set forth in the provisions of this Lease. The taking of possession of the leased property by the Lessee shall be conclusive evidence that the Lessee accepts the same "as is" with the exception of the provision for improvements as set forth herein.

3. **TERM:** This lease shall be for a term of three years, commencing on July 1, 2018, and ending upon June 30, 2021. However, this lease shall automatically terminate in the event Daymark Recovery Services, Inc. is deemed to no longer be the authorized provider of mental health services pursuant to contractual arrangements with the Local Management Entity (LME) as defined by N.C. Gen. Stat. §122C et seq.

4. **RENT:** The Lessee shall pay to the Lessor, rent for the premises equal to \$10.00 per square foot (or \$137,750 per year), payable on or before the 1st day of each month, in monthly installments of \$11,479.17 per month. All such payments shall be made to Watauga County, c/o Margaret Pierce, Finance Director, 814 West King Street, Suite 216, Boone, North Carolina, 28607, or to such other person or at such other place as Lessor may designate in writing.

**di Santi Watson Capua Wilson & Garrett, PLLC
P.O. Box 193, 642 West King Street
Boone, NC 28607**

5. **LATE FEES**: In the event that rent is not paid by the 1st of the month when rent is due and owing, such rent payment shall be subject to a late fee in the amount of \$25.00. This late fee shall not affect the Lessors right to declare this contract breached in the event of failure to pay rent as provided within this document.
6. **INSURANCE**: The Lessee shall obtain a public liability insurance policy for the minimum coverage of \$500,000 bodily injury and property damage liability (combined single limit), \$500,000 each occurrence and \$500,000 aggregate. Lessor shall be named as an additional insured on said policy and shall be furnished with a copy of same. Upon the Lessee's failure to obtain said public liability insurance policy, Lessor, may at its option, but is not required to do so, obtain such insurance and the costs thereof shall be paid as additional rent due and payable from Lessee on the next ensuing day that rent is due. Lessor shall not be liable to Lessee for any business interruption or any loss or damage to property or injury or death of persons occurring in or on the demised premises, or in any manner growing out of or connected with the Lessees' use and occupancy of the demised premises, or the condition thereof. This release shall also apply to the extent that such business interruption, loss or damage to property or injury to or death of persons is covered by insurance, regardless of whether such insurance is payable to or protects Lessor or Lessee, or both. Nothing herein shall be construed to impose any other or greater liability upon Lessor than what would have existed in the absence of this provision. Any insurance policies of the Lessee shall contain a clause to the effect that this release shall not affect the right of the insured to recover under such policies. The release in favor of the Lessor contained herein is in addition to and not in substitution for or in diminution of, the hold harmless and indemnification provisions of this Lease Agreement.
7. **REPAIRS**: Except as otherwise provided herein, the Lessee shall, at the Lessee's own expense, make all necessary repairs and replacements to the interior and exterior of the demised premises. All repairs and replacements shall be in quality and class at least equal to the original work. Upon default of the Lessee in making such repairs or replacements, the Lessor, may, but shall not be required to, make such repairs or replacements for the Lessee's account and the expense thereof which shall constitute and be collectable as additional rent.
- Lessor shall make, at Lessors' own cost and expense, any and all repairs necessary to the roof, main corridor of the building, and exterior walls of the building. Notwithstanding the foregoing, the Lessor shall not be responsible for nor be liable for any such repairs, which are necessitated by the negligent actions or negligent failures to act on the part of the Lessee or any of the Lessee's agents.
8. **USE OF THE PROPERTY**: The Lessee shall use the property only for purposes of providing mental health and recovery services as defined by N.C. Gen. Stat. §122C et seq.
9. **IMPROVEMENTS OF THE PROPERTY**: Any alterations or improvements may only be made by the Lessee with the written consent of the Lessor, which shall not be unreasonably withheld. Any alteration, addition or improvement made by Lessee, and any

di Santi Watson Capua Wilson & Garrett, PLLC
P.O. Box 193, 642 West King Street
Boone, NC 28607

fixtures installed as a part thereof, shall at Lessor's option become the property of the Lessor, upon the expiration or other sooner termination of this lease; provided, however, that Lessor shall have the right to require the Lessee to remove such fixtures at the Lessee's cost upon such termination of this lease.

With the written consent of the Lessor which shall not be unreasonably withheld the Lessee shall have the right to construct, erect, place, paint, maintain and control of the demised premises, any sign or signs which may be necessary in the conduct of its business within the requirements of the Town of Boone Unified Development Ordinance, and it shall have the right to remove the sign or signs at the expiration or earlier termination of this lease, provided, that upon the removal of said sign or signs, the said building shall be put in the same condition it was in at the time of the placing or painting of said signs, as far as is reasonably possible.

10. **UTILITIES**: The Lessee shall pay all charges for gas, electricity, lights, heat, power and other communication service used, rendered or supplied upon or in connection with the demised premises and shall indemnify Lessor against any liability or damages on such account. Lessor shall pay all charges for water and sewer service used, rendered or supplied upon or in connection with the demised premises and shall indemnify Lessee against any liability or damage on such account. Utilities shall be transferred to the Lessee as soon as feasible upon the signing of this lease.

Additionally, Lessee shall reimburse the Lessor for the pro rata expenses relating to building operating expenses, including but not limited to janitorial services. Such amount shall be based upon the percentage of square footage of the overall building occupied by Daymark, which the parties agree constitutes thirty -nine percent (39%) of the total building area under this agreement. Such amount shall be paid to the County on a monthly basis at the same time and under the same conditions as payment of rent. The parties agree that this amount is currently \$5,643.00 per month, which may be adjusted based upon changes in expenses to the Lessor for overall building maintenance and janitorial services.

11. **ASSIGNING AND SUBLETTING**: The Lessee shall not assign this lease or sublet any part of the demised premises without the prior written consent of Lessor, which shall not be unreasonably withheld. Any transfer of the property interest owned by the Lessor shall be subject to this lease, and shall not affect the validity or enforceability of this lease by either the Lessor or the Lessee.

12. **SURRENDER OF THE DEMISED PREMISES**: At the expiration of the lease term, the Lessee shall surrender the demised premises in as good a condition as they were in at the beginning of the term, reasonable wear and tear and damages by the elements excepted.

13. **DAMAGE OR DESTRUCTION BY FIRE**: In the event that the demised premises shall be damaged or destroyed by fire, the elements or other casualty, during the continuance of this lease, to such extent that same cannot be restored to as good a condition as same were in prior to such damage within sixty (60) days thereafter, either the

di Santi Watson Capua Wilson & Garrett, PLLC
P.O. Box 193, 642 West King Street
Boone, NC 28607

Lessor or Lessee shall have the right to cancel or terminate this lease with the rents to be adjusted as of the date of the damage or destruction. Lessee shall be responsible for all of its personal property on or about the demised premises and shall keep the same adequately insured against loss by fire or the elements.

14. **CONDEMNATION**: If the whole of the demised premises shall be condemned and taken by any governmental authority or other entity having a power of eminent domain, then this lease shall immediately terminate, and the Lessee shall have no interest in any damages and/or monies paid by virtue of such condemnation.

In the event of a partial appropriation or condemnation of the demised premises that does not materially affect the Lessee's use thereof, the Lessee shall continue in possession of the unappropriated part of the demised premises under the terms and conditions hereof, except that in such case if the Lessee actually loses the use of part of the demised premises, the Lessee shall be entitled to an equitable reduction in rent payable hereunder. In the event such partial appropriation or condemnation materially affects the Lessee's use of the demised premises, the Lessee may, at its option, terminate this lease and Lessor shall refund the Lessee any unearned rental existing at the time of said termination. However, the Lessee shall have no interest in any damages and/ or monies paid by virtue of such condemnation.

Notwithstanding the foregoing, Lessee shall be entitled to a separate award made to Lessee for loss of business, moving expense or the taking of Lessees fixtures or equipment, if a separate award for such items is made.

15. **INDEMNITY**: Except where caused by the intentional act of the Lessor, or its agents, employees, licensees or assigns, the Lessee shall indemnify and save Lessor harmless from and against any and all claims, actions, damages, liability and expense in connection with loss of life, personal injury and/or damage to property arising from or out of any occurrence in, upon or at the demised premises or any part thereof, or occasioned wholly or in part by any act or omission of the Lessee, its agents, employees or invitees. In case the Lessor (the Indemnified party) shall, without fault on its part, be made a party to any litigation instituted against the Lessee (the indemnifying party), then the indemnifying party shall protect and hold the indemnified party harmless and shall pay all costs, expenses and reasonable attorneys' fees that may be incurred or paid by the indemnified party in such litigation. In addition, Lessee shall pay all costs, expenses and reasonable attorneys' fees that may be incurred or paid by Lessor in enforcing the covenants and agreements of the Lessee contained in this lease.

16. **DAMAGES**: If the demised premises shall be deserted or vacated, or if proceedings are commenced against the Lessee in any court under a bankruptcy act or for the appointment of a trustee or receiver of the Lessees' property either before or after the commencement of the lease term, or if there shall be a default in the payment or rent or any part thereof for more than five (5) days after written notice that rent is past due by Lessor to Lessee, or if there shall be a default in the performance of any other covenant, agreement, condition, rule or regulation herein contained, or hereafter established on the

**di Santi Watson Capua Wilson & Garrett, PLLC
P.O. Box 193, 642 West King Street
Boone, NC 28607**

part of the Lessee for more than twenty (20) days after written notice of such default by Lessor, this lease (if Lessor so elects) shall thereupon become null and void, and the Lessor shall have the right to re-enter or repossess the demised premises, either by force, summary proceedings, surrender or otherwise and dispossess and remove therefrom the Lessee, or other occupants thereof, and their effects, without being liable to any prosecution thereof. In such case, Lessor may, at its option, relet the demised premises or any part thereof, as the agent of the Lessee, and the Lessee shall pay Lessor the difference between the rent hereby reserved and agreed to be paid by the Lessor for the portion of the term remaining at the time of re-entry or repossession and the amount, if any, received or to be received under such reletting for such portion of the term.

17. **QUIET ENJOYMENT**: Lessor covenants that if and so long as Lessee pays the basic rent and performs all of the terms, covenants and conditions of this lease on Lessee's part to be performed, Lessee shall peaceably and quietly have, hold and enjoy the demised premises for the term of this lease, but always subject to the provisions of the lease.

18. **NOTICE**: All notices, consents, requests, instructions or other communications provided for herein, shall be deemed validly given, made and served if in writing and either delivered personally or sent by certified or registered mail, postage prepaid and, pending the designation of another address, addressed as follows:

IF TO LESSEE: Daymark Recovery Services, Inc.
Attn: Jerry Smith
2129 Statesville Blvd.
Salisbury, NC 28147

IF TO LESSOR: Watauga County
c/o Deron Geouque, County Manager
814 West King Street, Suite 205
Boone, NC 28607

Any such notices, consents, requests, instructions or other communications sent by certified or registered mail shall for the purposes of this lease be considered received two (2) days after it is deposited in the United States Mail, postage prepaid.

19. **MISCELLANEOUS**: All rights and liabilities herein given to or imposed upon either of the parties hereto shall extend to the principals, assigns and, administrators of such parties. Unless the context expressly or impliedly requires or indicates a contrary meaning whenever used in this lease, a noun or pronoun in any gender shall include the remaining genders, the singular shall include the plural and the plural shall include the singular. The laws of the State of North Carolina shall control this lease. This agreement comprises the entire understanding of the parties and may only be modified in writing, properly executed by the parties.

**di Santi Watson Capua Wilson & Garrett, PLLC
P.O. Box 193, 642 West King Street
Boone, NC 28607**

IN WITNESS WHEREOF, the said Lessor and Lessee have caused this instrument to be
duly executed and sealed, the day and year first above written.

030618 BCC Meeting

LESSOR:

John Welch, Chair
Watauga County Board of Commissioners
Attest:

Anita Fogle, Clerk to the Board

LESSEE:

Daymark Recover Services, Inc.
Billy R. West, Executive Director
Attest:

Jerry W. Smith, Finance Director

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

Margaret Pierce, Finance Director
Watauga County

W:\ASD\Clients\Watauga County\Daymark\2018 Daymark Lease.docx

di Santi Watson Capua Wilson & Garrett, PLLC
P.O. Box 193, 642 West King Street
Boone, NC 28607

Blank Page

AGENDA ITEM 8:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Boards and Commissions

MANAGER'S COMMENTS:

WAMY Community Action

Ms. Joy Coffey's final term as a Public Sector representative for Watauga County ends on February 8, 2018. Ms. Melissa Soto, Executive Director of WAMY, requests a Commissioner or appointee be appointed to fill the four-year term. There is one position to fill. Mr. George Winkler has expressed some interest to Ms. Soto

Ms. Soto has stated that the WAMY Board meets bi-monthly on the 2nd Tuesday at 5:00 P.M. The meetings are held in the Commissioners' Board Room in Avery County. The next meeting is their Board Retreat (and a great time for a new member to begin) which will be held in the Boone office on April 7 at 10:00 A.M. The next regular meeting will be May 8.



W.A.M.Y. COMMUNITY ACTION, INC 030618 BCC Meeting

225 Birch Street, Suite 2

Boone, North Carolina 28607-2688

Telephone: 828.264.2421 Fax: 828.264.0952

1-800-571-9269

Email: info@wamycommunityaction.org

Bobbie Willard, Chairperson

Melissa Soto, Executive Director

February 20, 2018



Please find enclosed the latest report of activities and accomplishments for WAMY Community Action. As you are aware, Joy Coffey's term as your appointed representative has ended and her seat is vacant. We must have an appointee to replace her or we will be out of compliance with our Community Services Block Grant.

If you have questions or want more information about any of the reports, please contact me, and I will be happy to go over it with you.

Sincerely,

Melissa Soto
Executive Director

AVERY COUNTY
723 Cranberry Street
Newland, NC 28657

MITCHELL/YANCEY COUNTY
261 Oak Avenue
Spruce Pine, NC 28777

"Partnering with communities and families to provide disadvantaged families the support and tools they need to become self-sufficient."

WAMY COMMUNITY ACTION, INC.
Watauga, Avery, Mitchell and Yancey Counties
REPORTS TO THE COUNTY
11-15-17 to 2-6-18

Strategic Plan Goals:

- 1) Hold a poverty simulation/summit in each county to educate public about the unique needs of low-income families.
 - a. Registration for the Poverty Simulation in Yancey is closed – the event is full
- 2) Complete comprehensive community needs assessment
 - a. Beginning to send out surveys for new assessment to be completed 2019
- 3) Build an endowment and raise funds for emergency expenses for clients.

Public Relations – WAMY is trying to increase awareness about their services in all counties, but especially in Mitchell and Yancey. WAMY offers all of their services in each county with the exception of Youth Development. The agency is searching for opportunities to speak and present in these counties.

- Held an open house event at Cane Creek apartments in Bakersville, NC

Fund Development – Goal of increasing unrestricted funding and raising funds to meet client needs beyond federal grant dollars.

- Completed our end of the year campaign.
- Raised funds to help three families in our area with electric bills/fuel costs.
- Awarded Arthur Foundation grant for Avery YO!

Planning & Evaluation – Goal of operating exceptional programs and providing excellent customer service. Surveys are ongoing throughout year with each program.

- WAMY achieved Center of Excellence status based on our achievement of 100% of national performance standards.
- Executive Director obtained national certification as a ROMA Implementer.
- Agency was recognized as an Exemplary Organization by the Office of Economic Opportunity at the January conference.

Finances

- Audit for 2016-2017 was completed with an unqualified opinion.

Program Goals:

Total Family Development – goal of bringing families above poverty level and getting them self-sufficient.

- Currently serving 33 families with educational and employment support services.
- 12 families have risen above poverty and maintained that income for more than 90 days.
- Currently families are leaving program earning \$31,579 more than when they entered.
- Every family that becomes self-sufficient saves the state and county more than \$19,000 per year.

Housing – goal of making low-income family homes more energy efficient and saving the family money on their heating/cooling costs. Also repairs or replaces heating systems when necessary.

- 9 units completed with 7 in progress. WAMY expects to complete 26 homes by June..
- Families report saving 31% - 35% on their costs per year.
- WAMY also received funding to do repair work on homes prior to weatherization.
- Additional funds were received in Avery and Mitchell County to help families with home repairs and renovations.

Youth Development – Avery Youth Opportunities after school program and Mountain Adventure Days summer camp in Watauga County.

- Mountain Adventure Days more than doubled for summer 2017
- Currently 206 Avery County students enrolled in after school
- Our partnership with Mountain Alliance has moved into the high school to offer leadership activities.

Nutrition – provides low-income families with garden vouchers that they can use to buy seeds, plants, fertilizer, etc. to have a home garden.

- Agency will begin taking applications for 2018 in March.
- Funds have been raised for program in all counties except Mitchell
- Anticipate serving 18 families per county.

Anita.Fogle

From: Deron.Geouque
Sent: Tuesday, February 27, 2018 3:35 PM
To: Melissa Soto
Cc: Anita.Fogle
Subject: RE: Board Member

Copy.

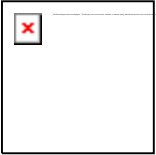
Deron Geouque
 Watauga County Manager
 814 West King Street
 Boone, NC 28607
 (P) 828-265-8000
 (F) 828-264-3230
 Email Deron.Geouque@watgov.org

From: Melissa Soto [<mailto:melissa@wamycommunityaction.org>]
Sent: Tuesday, February 27, 2018 3:20 PM
To: Deron.Geouque
Subject: Board Member

We have some interest from George Winkler to be a board member for us. I am meeting with him next week to discuss this further. So, if you guys haven't come up with anyone, he may be a possible appointee.

Melissa Soto

Executive Director
 WAMY Community Action, Inc,
 (828) 264-2421
www.wamycommunityaction.org



This email is for the sole use of the individual for whom it is intended. If you are neither the intended recipient, nor agent responsible for delivering this e-mail to the intended recipient, any disclosure, retransmission, copying, or taking action in reliance on this information is strictly prohibited. If you have received this e-mail in error, please notify the person transmitting the information immediately. All email correspondence to and from this email address may be subject to NC Public Records Law which

may result in monitoring and disclosure to third parties, including law
030618 BCC Meeting

enforcement.

Anita.Fogle

From: Deron.Geouque
Sent: Monday, February 26, 2018 10:28 AM
To: Anita.Fogle
Subject: FW: Board Vacancy

Deron Geouque
 Watauga County Manager
 814 West King Street
 Boone, NC 28607
 (P) 828-265-8000
 (F) 828-264-3230
 Email Deron.Geouque@watgov.org

From: Melissa Soto [mailto:melissa@wamycommunityaction.org]
Sent: Monday, February 26, 2018 8:47 AM
To: Deron.Geouque
Subject: Re: Board Vacancy

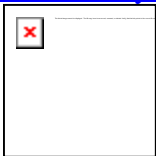
Just one member. We would love to have one of the Commissioners on the Board if they have the time. We meet bi-monthly on the 2nd Tuesday at 5:00 p.m. Our meetings are held in the Commissioners Board Room in Avery County. The next meeting is our Board Retreat (and a great time for a new member to begin). This will be held in our Boone office on April 7th at 10:00 a.m. The next regular meeting will be May 8th.

Thanks for your help.

Melissa Soto

Executive Director
 WAMY Community Action, Inc,
 (828) 264-2421

www.wamycommunityaction.org



On Mon, Feb 26, 2018 at 8:43 AM, Deron.Geouque <Deron.Geouque@watgov.org> wrote:

Ok. Do you need one or two members? We assume one but just wanted to make sure.

Thank you.

Sincerely,

030618 BCC Meeting

Deron Geouque

Watauga County Manager

[814 West King Street](#)

[Boone, NC 28607](#)

(P) [828-265-8000](#)

(F) [828-264-3230](#)

Email Deron.Geouque@watgov.org

From: Melissa Soto [mailto:melissa@wamycommunityaction.org]

Sent: Friday, February 23, 2018 5:38 PM

To: Deron.Geouque

Subject: Re: Board Vacancy

It can be either. Some counties have commissioners serve and some appoint private citizens. I've been trying to cone up with some people to suggest.

Sent from my iPhone

On Feb 23, 2018, at 4:41 PM, Deron.Geouque <Deron.Geouque@watgov.org> wrote:

Hello Melissa:

The Board had a question regarding whether or not the appointment request was for a commissioner or a citizen?

Thank you.

Sincerely,

Deron Geouque

030618 BCC Meeting

Watauga County Manager

[814 West King Street](#)

[Boone, NC 28607](#)

(P) [828-265-8000](#)

(F) [828-264-3230](#)

Email Deron.Geouque@watgov.org

From: Melissa Soto [<mailto:Melissa@wamycommunityaction.org>]

Sent: Tuesday, February 13, 2018 5:14 PM

To: Deron.Geouque

Subject: Re: Board Vacancy

Ok. Thanks. Just keep me posted.

On Tue, Feb 13, 2018 at 4:50 PM Deron.Geouque <Deron.Geouque@watgov.org> wrote:

No ma'am. It was tabled.

Sincerely,

Deron Geouque

Watauga County Manager

[814 West King Street](#)

[Boone, NC 28607](#)

(P) [828-265-8000](#)

(F) [828-264-3230](#)

Email Deron.Geouque@watgov.org

On Feb 13, 2018, at 11:38 AM, Melissa Soto <melissa@wamycommunityaction.org> wrote:

Deron,

Did any action get taken on our Board vacancy at the last meeting?

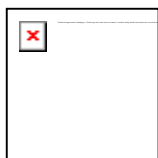
Melissa Soto

Executive Director

WAMY Community Action, Inc,

[\(828\) 264-2421](tel:(828)264-2421)

www.wamycommunityaction.org



On Tue, Jan 30, 2018 at 5:02 PM, Deron.Geouque <Deron.Geouque@watgov.org> wrote:

You don't have to be.

Deron Geouque

Watauga County Manager

[814 West King Street](#)

[Boone, NC 28607](#)

(P) [828-265-8000](tel:828-265-8000)

(F) [828-264-3230](tel:828-264-3230)

Email Deron.Geouque@watgov.org

From: Melissa Soto [mailto:melissa@wamycommunityaction.org]

Sent: Tuesday, January 30, 2018 4:40 PM

To: Deron.Geouque

Subject: Re: Board Vacancy

So that will be the 6th at 8:30? Do I need to be there?

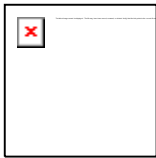
Melissa Soto

Executive Director

WAMY Community Action, Inc,

[\(828\) 264-2421](tel:(828)264-2421)

www.wamycommunityaction.org



On Tue, Jan 30, 2018 at 4:30 PM, Deron.Geouque <Deron.Geouque@watgov.org> wrote:

John:

I will place on the next Board agenda.

Sincerely,

Deron Geouque

Watauga County Manager

[814 West King Street](http://814WestKingStreet)

[Boone, NC 28607](http://Boone,NC28607)

(P) [828-265-8000](tel:828-265-8000)

(F) [828-264-3230](tel:828-264-3230)

From: Melissa Soto [mailto:melissa@wamycommunityaction.org]
Sent: Tuesday, January 30, 2018 4:27 PM
To: John Welch
Cc: Deron.Geouque
Subject: Board Vacancy

Mr. Welch,

Please see the attached letter requesting an appointment for the WAMY Board of Directors. Let me know if you have any questions.

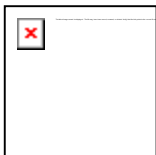
Melissa Soto

Executive Director

WAMY Community Action, Inc,

[\(828\) 264-2421](tel:(828)264-2421)

www.wamycommunityaction.org



This email is for the sole use of the individual for whom it is intended. If you are neither the intended recipient, nor agent responsible for delivering this e-mail to the intended recipient, any disclosure, retransmission, copying, or taking action in reliance on this information is strictly prohibited. If you have received this e-mail in error, please notify

the person transmitting the information immediately. All email
correspondence

030618 BCC Meeting

to and from this email address may be subject to NC Public Records Law
which

may result in monitoring and disclosure to third parties, including law
enforcement.

This email is for the sole use of the individual for whom it is
intended. If you are neither the intended recipient, nor agent
responsible for

delivering this e-mail to the intended recipient, any disclosure,
retransmission, copying, or taking action in reliance on this
information is

strictly prohibited. If you have received this e-mail in error, please
notify

the person transmitting the information immediately. All email
correspondence

to and from this email address may be subject to NC Public Records Law
which

may result in monitoring and disclosure to third parties, including law
enforcement.

This email is for the sole use of the individual for whom it is

intended. If you are neither the intended recipient, nor agent responsible for

delivering this e-mail to the intended recipient, any disclosure, retransmission, copying, or taking action in reliance on this information is

strictly prohibited. If you have received this e-mail in error, please notify

the person transmitting the information immediately. All email correspondence

to and from this email address may be subject to NC Public Records Law which

may result in monitoring and disclosure to third parties, including law enforcement.

--

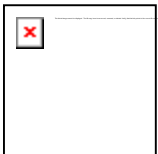
Melissa Soto

Executive Director

WAMY Community Action, Inc,

[\(828\) 264-2421](tel:8282642421)

www.wamycommunityaction.org



This email is for the sole use of the individual for whom it is intended. If you are neither the intended recipient, nor agent responsible for delivering this e-mail to the intended recipient, any disclosure, retransmission, copying, or taking action in reliance on this information is

strictly prohibited. If you have received this e-mail in error, please notify
030618 BCC Meeting
the person transmitting the information immediately. All email correspondence
to and from this email address may be subject to NC Public Records Law which
may result in monitoring and disclosure to third parties, including law
enforcement.

**This email is for the sole use of the individual for whom it is
intended. If you are neither the intended recipient, nor agent responsible for
delivering this e-mail to the intended recipient, any disclosure,
retransmission, copying, or taking action in reliance on this information is
strictly prohibited. If you have received this e-mail in error, please notify
the person transmitting the information immediately. All email correspondence
to and from this email address may be subject to NC Public Records Law which
may result in monitoring and disclosure to third parties, including law
enforcement.**

This email is for the sole use of the individual for whom it is
intended. If you are neither the intended recipient, nor agent responsible for
delivering this e-mail to the intended recipient, any disclosure,
retransmission, copying, or taking action in reliance on this information is
strictly prohibited. If you have received this e-mail in error, please notify

the person transmitting the information immediately. All email correspondence
030618 BCC Meeting
to and from this email address may be subject to NC Public Records Law which
may result in monitoring and disclosure to third parties, including law
enforcement.

Blank Page

AGENDA ITEM 8:

MISCELLANEOUS ADMINISTRATIVE MATTERS

C. Announcements

MANAGER'S COMMENTS:

Watauga County Cooperative Extension invites you to the Annual "Report to the People" on Tuesday, March 13, from 11:45 A.M. to 1:00 P.M. at the Agricultural Conference Center. The staff plans to prepare a homemade lunch, and Extension Director, Jim Hamilton, will briefly present an update.

AGENDA ITEM 9:

PUBLIC COMMENT

AGENDA ITEM 10:

BREAK

AGENDA ITEM 11:

CLOSED SESSION

Attorney/Client Matters – G. S. 143-318.11(a)(3)

Land Acquisition – G. S. 143-318.11(a)(5)(i)

Personnel Matters – G. S. 143-318.11(a)(6)

AGENDA ITEM 12:

POSSIBLE ACTION AFTER CLOSED SESSION