

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

**MONDAY, AUGUST 2, 2016
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: July 19, 2016, Regular Meeting July 19, 2016, Closed Session		1
	3	APPROVAL OF THE AUGUST 2, 2016, AGENDA		9
8:35	4	PROPOSED EMERGENCY MANAGEMENT GRANT (EMPG)	MR. JEFF VIRGINIA	11
8:40	5	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
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9:50	8	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3) Personnel Matters – G. S. 143-318.11(a)(6)		50
10:00	9	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

July 19, 2016, Regular Meeting

July 19, 2016, Closed Session

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, JULY 19, 2016**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, July 19, 2016, at 5:30 P.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: Jimmy Hodges, Chairman
David Blust, Vice-Chairman
Billy Kennedy, Commissioner
Perry Yates, Commissioner
Chris Barnes, County Attorney
Deron Geouque, County Manager
Anita Fogle, Clerk to the Board

[Clerk's Note: Commissioner Welch was not in attendance due to a prior commitment.]

Chairman Hodges called the meeting to order at 5:30 P.M.

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

APPROVAL OF MINUTES

Chairman Hodges called for additions and/or corrections to the June 21, 2016, regular meeting and closed session minutes.

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the June 21, 2016, regular meeting minutes as presented.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the June 21, 2016, closed session minutes as presented.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

APPROVAL OF AGENDA

Chairman Hodges called for additions and/or corrections to the July 19, 2016, agenda.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the July 19, 2016, agenda as presented.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

PROPOSED PARTNERS FOR GREEN GROWTH COST SHARE FUNDING APPLICATION

Mr. Joe Furman, Planning and Inspections Director, stated that the Planning Board met and officially recommends for the Board of Commissioners to authorize the New River Conservancy to submit the full Partners for Green Growth Cost Share Funding Application to the North Carolina Wildlife Resources Commission and approve the \$1,600 match to come from in-kind services of the Planning and Inspections Director's time.

Mr. George Santucci, Director of the New River Conservancy, stated that a submission of interest for funding from the NC Wildlife Resources Commission was submitted by the New River Conservancy. As a result, a full application has been invited and is due August 9, 2016. The County initially had some interest in applying for the grant, but after further consideration determined that the New River Conservancy would be a more appropriate applicant because of the multi-jurisdictional nature of the study. It is also timely because the 321 corridor is next on the Planning Board's list for study. There is a \$1,600 match required from the County which can be provided through in-kind services.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to authorize the New River Conservancy to submit the full Partners for Green Growth Cost Share Funding Application to the NC Wildlife Resources Commission and to approve the \$1,600 match as provided through in-kind services of time from the Planning and Inspections Director.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

Mr. Santucci gave a brief update on the Middle Fork of the South Fork Watershed Plan.

COMMUNICATIONS AND EMERGENCY SERVICES MATTERS

A. Proposed Renewals of Maintenance Agreements

1. VESTA
2. Console Infrastructure
3. Fixed Equipment
4. Subscribers

Mr. Jeff Virginia, Emergency Services Director, presented four maintenance contracts with Wireless Communications Inc. for the County's E911 and Emergency Management Radio systems. The proposed contracts were for VESTA (Patriot System) maintenance in the amount of \$63,528.24, console infrastructure maintenance in the amount of \$12,900, fixed equipment

maintenance in the amount of \$12,444, and subscribers maintenance in the amount of \$7,896. Funds are included in the current budget.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the contracts as presented for VESTA (Patriot System) maintenance in the amount of \$63,528.24, console infrastructure maintenance in the amount of \$12,900, fixed equipment maintenance in the amount of \$12,444, and subscribers maintenance in the amount of \$7,896.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

B. Proposed Purchase of Voice Logger

Mr. Virginia presented a proposal for the purchase of 911 Voice Logger machines from Blue Ridge Voice and Data, LLC in the amount of \$33,030. The current equipment was four (4) years old and in the future would be replaced on a three (3) year cycle. The current equipment has experienced some maintenance and service issues. Staff believes the new provider will solve the current issues being experienced with the existing equipment. The purchase of Voice Logger machines is eligible for 911 funding and funds are available in the current budget for the purchase.

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the purchase of 911 voice logger machines with Blue Ridge Voice and Data, LLC in the amount of \$33,030.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

C. Proposed Purchase of Console Furniture

Mr. Virginia presented a proposal for the purchase of new furniture for the County 911 Dispatch Center from XYBIX in the amount of \$61,476.56. The majority of the furniture is over 10 years old and is in need of replacement. The new furniture is eligible for 911 funding and funds are available in the current budget for the purchase.

Commissioner Yates, seconded by Commissioner Kennedy, moved to approve the purchase of new furniture for the County 911 Dispatch Center from XYBIX in the amount of \$61,476.56.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

D. 2016 EOP

Mr. Virginia presented proposed amendments to the County's Emergency Operations Plan (EOP). The changes are minor and are mainly for correction of names in key positions. Mr.

Virginia also presented a proposed resolution stating the EOP is not for public dissemination due to the sensitive nature of the information. The release of the document has the potential to jeopardize public safety.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to adopt the resolution allowing the release of the EOP to only individuals who have a right or legitimate need for the document.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

Commissioner Kennedy, seconded by Commissioner Yates, moved to adopt the changes to the Emergency Operations Plan as presented.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

TAX MATTERS

A. Monthly Collections Report

Tax Administrator, Mr. Larry Warren, presented the Tax Collections Report for the month of June 2016. 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 June 2016 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Yates, seconded by Vice-Chairman Blust, moved to approve the Refunds and Releases Report for June 2016, as presented.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

C. Annual Settlement of Tax Collector

Tax Administrator Warren presented the following Annual Settlement Statements for Fiscal Year 2016 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the Annual Settlement Statements for Fiscal Year 2016, and to accept the Tax Administrator's "Oath as to Diligent Effort to Collect Taxes," as presented.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

D. Oath to Collect Taxes

Mr. Warren presented a proposed order granting authorization to collect taxes for Fiscal Year 2017. Once approved, a sworn oath would be administered to Tax Administrator Warren.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to grant authorization for Tax Administrator Warren to collect taxes for Fiscal Year 2017.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

E. Proposed Purchase of Vehicle

Mr. Warren stated that in May, a bid was awarded to Jim Armstrong Subaru in the amount of \$23,754.07, which included taxes and tags, for a 2016 Subaru Forester. The vehicle purchase was discussed at the budget work session and was one of the three vehicles that were requested to be replaced in the Fiscal Year 2016-2017 budget. Now that the budget is adopted, the two additional vehicles are requested to be replaced. One vehicle will be for the Tax Office and the other vehicle for the Planning and Inspections Department.

Mr. Warren stated that he had negotiated the same price for the two (2) new 2017 Subaru Foresters as was provided for the 2016 vehicle price by piggy-backing on the 2016 vehicle price for the two new 2017 vehicles. The vehicles are identical with all of the same options only a newer model year.

Board action was required to award the bid to Jim Armstrong Subaru for two (2) new 2017 Subaru Foresters in the amount of \$47,508.14, which includes taxes and tags.

Vice-Chairman Blust, seconded by Commissioner Kennedy, moved to award the bid to Jim Armstrong Subaru for two (2) new 2017 Subaru Foresters in the total amount of \$47,508.14, which includes taxes and tags, with one vehicle being for the Tax Office and one for the Planning and Inspections Department.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Appointment of the North Carolina Association of County Commissioners' (NCACC) Annual Conference Voting Delegate

County Manager Geouque stated that the North Carolina Association of County Commissioners' (NCACC) Annual Conference is scheduled for August 11-14, 2016, in Forsyth County. Each county in attendance is required to select a voting member for representation at the annual business meeting which is conducted as a part of the conference. Submission of the voting delegate is due August 5, 2016.

No action was taken.

B. Boards and Commissions

County Manager Geouque reviewed the following vacancies:

Watauga County Board of Adjustment

Janet Beck has resigned from the Board of Adjustment. Her 3-year term was set to expire in November. She is an at-large appointee. The Commissioners have the option of appointing someone to finish the term or to make a new 3-year appointment that would expire in November, 2019.

Economic Development Commission

There are two vacancies on the Economic Development Commission. One vacancy is an unfulfilled term expiring June, 2017, and the other is an unfulfilled term expiring June, 2018. Those seats were occupied by individuals who have moved from Watauga County. The EDC has fourteen members; nine are appointees, the other five serve by virtue of their organizations, including one Commissioner. All members vote.

There were no recommendations.

C. Announcements

There were no announcements.

PUBLIC COMMENT

Mr. Gayle Henson shared comments supporting Mountain View Race Track.

CLOSED SESSION

At 6:10 P.M., Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3) and Personnel Matters, per G. S. 143-318.11(a)(6).

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to resume the open meeting at 6:36 P.M.

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

ADJOURN

Commissioner Kennedy moved to adjourn the meeting at 6:37 P.M. The motion failed due to the lack of a second.

Chairman Hodges adjourned the meeting at 6:38 P.M.

Jimmy Hodges, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

AGENDA ITEM 3:

APPROVAL OF THE AUGUST 2, 2016, AGENDA

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AGENDA ITEM 4:

PROPOSED EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)

MANAGER’S COMMENTS:

The North Carolina Department of Public Safety every year provides grant monies for Counties completing certain emergency planning activities. These activities serve as the base amount and in the case of Watauga County amounts to \$20,625. The optional components for additional funding have not been determine as of yet. This is a yearly program in which the County has participated for over thirty (30) years.

Board action is requested to submit the grant application to the North Carolina Department of Public Safety and complete the required activities to receive the \$20,625.



WATAUGA COUNTY

080216 BCC Meeting

Department of Communications & Emergency Services

184 Hodges Gap Road Suite D ♦ Boone, North Carolina 28607 Phone (828) 264-3761

FAX (828) 265-7617

Jeff Virginia-Director

Email: Jeff.Virginia@watgov.org

July 19, 2016

The grant application that I submitted to your office is for presentation to the Board of Commissioners for the Emergency Management Performance Grant (EMPG) for the year 2017. This grant is received yearly by Watauga County, last year our grant total was for \$20,625.00. This year we should receive the same or slightly more as we have completed all of the required portions plus some optional Emergency Management activities.

I would respectfully request that the board to approve this application for the 2017 EMPG funds.

Thank you,
Jeff Virginia



North Carolina Department of Public Safety

Emergency Management

Pat McCrory, Governor
Frank L. Perry, Secretary

Michael A. Sprayberry, Director

MEMORANDUM

TO: Local Emergency Management Coordinator

FROM: Michael A. Sprayberry, Director

DATE: July 5, 2016

SUBJECT: Emergency Management Performance Grant (EMPG) FFY 2017 Funding

You are invited to submit your application for the Emergency Management Performance Grant (EMPG) program funding for FFY 2017 (October 1, 2016 – September 30, 2018). There are two types of award amounts that will be made for this grant period. The first type is a Universal (Baseline) dollar amount based on a county population formula. Universal work activities for this baseline amount must be completed, verified and approved by your Branch Office no later than **September 30, 2017**. Failure to complete all Universal work activities will result in a penalty that will be assessed against your FFY 2018 EMPG funds.

The second type of payment will be for approved Optional work activities, up to six (6), that your county may choose to work on in addition to the Universal activities. Approved Optional activities will result in additional monies being awarded. The final award amount will be determined when all county Optional activities have been completed, verified and approved. Failure to complete an Optional activity will not result in a penalty other than no monies awarded for that activity. Optional activities must be completed and approved prior to **September 30, 2017**.

The enclosed application package contains State and Federal Guidance and the necessary forms to complete your application. Please review this material and gather the information needed. Your Area Coordinator or Branch Manager will be available to assist you in completing the application package. Additionally, your Area Coordinator can work with you to determine the actual percentage of time you devote to emergency management, preparedness, mitigation, response and recovery activities (excluding Fire Marshal, EMS, 911, safety activities, etc.).

In order to be eligible to receive EMPG funds, you must complete, sign and submit to your Branch Office the completed documents by the deadlines in Attachment 1.

MAILING ADDRESS
4236 Mail Service Center
Raleigh NC 27699-4236
www.readync.org
www.ncdps.gov



An Equal Opportunity employer

OFFICE LOCATION
1636 Gold Star Drive
Raleigh, NC 27607-3371
Telephone: (919) 825-2500
Fax: (919) 825-2685

I encourage you to use this opportunity to discuss your program with your key county officials and recommend you coordinate with those same officials to develop and complete your FFY 2017 EMPG Application for Funding package.

If you have questions about this package, please contact your Area Coordinator or Branch Manager. Thank you for your continued support of NCEM!

DocuSigned by:
Michael A. Sprayberry
Michael A. Sprayberry
Director, NCEM

MAS/cm

Attachments

- 1 – Application Schedule and Eligibility Criteria
- 2 – FFY 2017 EMPG Application Package
 - Instructions, EM Form 66
 - **EM Form 66***
 - Instructions, EM Form 66A
 - **EM Form 66A***
 - **EM Program Manager 2017 Certification***

* Application documents are to be completed, signed and returned to your Area Coordinator by your Branch office deadline.

NORTH CAROLINA LOCAL GOVERNMENT APPLICATION FOR FFY 2017 EMPG FUNDING

INSTRUCTIONS FOR COMPLETING EM FORM 66

- 1.1 **EM Agency Name** - Type or print the official legal title of your Emergency Management (EM) agency.
- 1.2 **Street Address, City, Zip Code+4** - Type or print the street address, city, and nine digit zip code.
- 1.3 **EIN/Tax ID Number** - Type or print the unique nine digit identification number for your county's agency. **NOTE: Your financial personnel should be able to provide you with this number.**
- 1.4 **D-U-N-S Number** - Type or print the unique nine digit identification number for your county's agency. **NOTE: Your financial personnel should be able to provide you with this number.**
- 1.5 **Zip Code+4** – Enter your nine digit zip code for your county government agency mailing address, e.g., 281230465.
- 1.6 **SAM Registered** – Each applicant must be registered in the Federal System for Award Management (SAM) annually in order to be eligible to receive EMPG monies. The URL is <https://www.sam.gov/>.
Expiration Date – What is the expiration date for your SAM account?
- 1.7 **EM Program Manager** - Type or print the name of the county EM Program Manager. **NOTE: Must be the same title on the Position Description and Organization Chart.**
- 1.8 **Finance Manager** - Type or print the name of the county Financial Manager. **NOTE: Must be the same title on the Position Description and Organization Chart.**
- 1.9 **Time (%)** - EM Director will type or print the **percentage of time the director** devotes to **Emergency Management program activities** (e.g. 50%, 60%, 90%, etc.).
- 1.10 **Current Salary** - Type or print the current **annual salary** for EM Director. **(Round to the nearest dollar).**
- 1.11 **Date of Employment in Current Position** – Enter the start date of your position as Local Emergency Management Program Manager, e.g. 02/04/2014.

- 1.12 Personnel Data Table** – Complete the specific questions that deal with EM program staff. For the Cost Share or In-Kind Match question, explain how the county will match the federal award grant monies. In FFY 2017, EMPG has a 50% County and 50% Federal cost share cash- or in- kind match requirement. Federal funds cannot be matched with other Federal funds. The data requested will assist in documenting the extent to which EMPG Program funding contributes to enhancing or sustaining emergency management capacity in terms of personnel support at the local level.

All EMPG Program funds (Federal and match) allocated towards Local emergency management personnel?

Enter the dollar amount for all EMPG Program funds (Fed & match) allocated for State emergency management personnel.

All EMPG Program funds (Fed & match) allocated towards Non-Local emergency management personnel?

Enter the dollar amount for all EMPG Program funds (Fed & match) allocated towards Non-State emergency management personnel.

Total Number of Local Emergency Management full-time equivalent (FTE) personnel (including those supported and not supported by the EMPG Program).

Enter the Total Number of State Emergency Management full-time equivalent (FTE) personnel (including those supported and not supported by the EMPG Program).

Number of Local emergency management full-time equivalent (FTE) personnel supported by the EMPG Program? Enter the number of State emergency management full-time equivalent (FTE) personnel supported by the EMPG Program.

Total Number of Local emergency management personnel funded (fully or partially) by the EMPG Program. Enter the total Number of State and local emergency management personnel funded (fully or partially) by the EMPG Program.

Cost Share or In-Kind Match explanation in detail?

Enter in information as to how the county will match the local EMPG share. Describe if funds will come from a general fund, EMPG local funds, etc.

NORTH CAROLINA LOCAL GOVERNMENT APPLICATION FOR FFY 2017 EMPG FUNDING

Grant Period: October 1, 2016 – September 30, 2018

1.1	EM Agency Name	Watauga County Fire Marshal/Emergency Management														
1.2	Street Address, City	184 Hodges Gap Road, Box D, Boone, N.C. 28607														
1.3	EIN/Tax ID Number	56-6001816														
1.4	DUNS 9 Digit Number	08-998-8216				1.5	Zip Code+4	2	8	6	0	7	8	6	3	5
1.6	SAM Registered? (Yes, No)	Yes				Expiration Date	7/04/2017									

LOCAL EMERGENCY MANAGEMENT PROGRAM

For 1.7 indicate actual percentage of time Emergency Management director devotes to work on only EM activities. Please do not include work time for EMS, 911, Fire Marshal, Safety activities, etc.

1.7 EM Program Manager (Print/Type in Name Below)

Steve Sudderth

Email: Steve.Sudderth@watgov.org

1.8 County Finance Manager (Print/Type in Name Below)

Margaret Pierce

Email: Margaret.Pierce@watgov.org

1.9*

Time (%)
(e.g. 50%, 75%, 100%)

50%

1.10

Current Salary

\$73,601.00

1.11

Date of Employment in Current Position

4/01/2007

1.12 Personnel Data: Complete for personnel supported with FFY 2017 EMPG Program funds

a. All EMPG Program funds (Federal and match) allocated towards Local emergency management personnel?	\$ 113,897.00
b. All EMPG Program funds (Federal and match) allocated towards Non-Local emergency management personnel?	\$0.00
c. Total Number of Local emergency management full-time equivalent (FTE) personnel (including those supported and not supported by the EMPG Program)?	\$1.75
d. Number of Local emergency management full-time equivalent (FTE) personnel supported (fully or partially) by the EMPG Program?	1
e. Number of Local emergency management personnel supported (fully or partially) by the EMPG Program?	4
f. Cost Share or In-Kind Match explanation in detail? General Fund – Steve Sudderth 50% (36,800.00), Taylor Marsh 50% (28,079.00), Sandra Hollars 50% (27,772.00), Jeff Virginia 25% (21,246.00)	

** Area Coordinator must verify the percentage of time devoted to Emergency Management activities.*

I DO HEREBY CERTIFY THAT THE EM PROGRAM MANAGER POSITION* IS NOT VACANT OR IS CURRENTLY BEING FILLED BY AN ACTING COUNTY EMPLOYEE.

_____ Local EM Program Manager Signature

_____ Area Coordinator Signature

_____ Branch Manager Signature

Date: _____

*** AS PART OF THE GRANT APPLICATION DELIVERABLES, A CURRENT POSITION DESCRIPTION AND ORGANIZATION CHART THAT MEETS U.S. DEPARTMENT OF HOMELAND SECURITY PROGRAM AND STATE REQUIREMENTS IS ESSENTIAL.**

INSTRUCTIONS FOR COMPLETING EM FORM 66A (STATE/LOCAL FFY 2017 EMPG AGREEMENT)

It is important that the Finance Officer and the local Chief Executive Officer have information and knowledge of the local EM program and the financial status of the local EM Agency. By coordinating the program emphasis with your county officials, the State's "Comprehensive Emergency Management Criteria" and the state and federal required activities, your partnership agreement should serve as a master plan for the year's activities.

The State/Local FFY 2017 EMPG Agreement requires the signature of the Local Emergency Management Program Manager, the Local Finance Officer, and the Local Chief Executive Officer (the last may be the same individual).

Your Area Coordinator will monitor your FFY 2017 EMPG progress throughout the grant period.

REPORTING

EMPG deliverables to include Universal and Optional activities must be uploaded into WebEOC so that your agency's performance in the completion of scheduled activities throughout the year can be tracked and approved.

North Carolina Emergency Management does recognize that circumstances may prevent the accomplishment of a scheduled activity. However, for full eligible Federal funding in FFY 2017, all Universal activities must be completed and uploaded into WebEOC.

All requests for revisions (rescheduling or substitution of an equivalent activity) must be justified in writing to the Director of North Carolina Emergency Management through the appropriate Branch Manager.

STATE/LOCAL FFY 2017 EMPG AGREEMENT

AGENCY: _____

This is to certify that the above named agency agrees to successfully complete the activities below in full partnership with North Carolina Emergency Management and the U.S. Department of Homeland Security. The appropriate Branch Manager and/or Area Coordinator will review the progress of this agreement quarterly with the local Emergency Management Director. This report will also be the basis for continued funding during this fiscal year.

All Emergency Management activity deliverables must be completed before the agreement period ends **September 30, 2017**. To receive credit for any deliverables you complete, an electronic copy for each deliverable must be uploaded into WebEOC by the deadline above and approved by State personnel.

Certify completion of the following activities for EMPG Universal activities no later than September 30, 2017 unless otherwise noted below:

- 2017.01 Update the NIMS reporting tool by **November 15, 2016**;
- 2017.02 Review/Update County Emergency Operation/Response plan;
- 2017.03 Participate in a minimum 24 hours EM training;
- 2017.04 Conduct or participate in three exercises per year;
- 2017.05 Complete all NIMS training requirements as outlined in NIMS Five-Year Plan;
- 2017.07 Attend Statewide EM Conference
- 2017.09 Update Statewide Mutual Aid Agreement Authorized Agent Page
- 2017.52 Update County Profile

NOTE: As listed above to be eligible to receive FFY 2017 EMPG funding, applicants must meet NIMS compliance requirements. The NIMS is the required means to report FY 2017 NIMS compliance for FFY 2017 funds.

FFY 2017 Compliance Requirements

- NIMS Training: IS 100; IS 200; IS 700; and IS 800;
- FEMA Professional Development Series: IS 120, IS 230a. b.; IS 235a. b.; IS 240a; IS 241a; IS 242a; and IS 244a

EMPG Program funds used for training should support the nationwide implementation of NIMS. Grantees are encouraged to place emphasis on the core competencies as defined in the NIMS Training Program. The NIMS Training Program can be found at http://www.fema.gov/pdf/emergency/nims/nims_training_program.pdf. The NIMS *Guideline for Credentialing of Personnel* provides guidance on the national credentialing standards. The NIMS Guidelines for Credentialing can be found at http://www.fema.gov/pdf/emergency/nims/nims_cred_guidelines_report.pdf.

The Federal Funding Accountability and Transparency Act (FFATA) necessitates a system to allow prime grant award and sub-award recipients to report monies received from federal funds. The FFATA Subaward Reporting System – FSRs.gov – is the system that allows grant award and contract award recipients to electronically report their sub-award monies. Each prime and sub-award recipients must be registered and renewed annually in the System for Award Management (SAM) to continue to be eligible for EMPG monies.

This Agreement will become effective upon execution of all parties to the Agreement. The date of execution shall be the date of the last signature.

EXECUTED THIS THE _____ DAY OF _____, 201__

(Print) Name of Local EM Program Manager

Signature of Local EM Program Manager
Date

Signature of Local Chief Executive Officer
Date

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AGENDA ITEM 5:

MISCELLANEOUS ADMINISTRATIVE MATTERS

- A. Appointment of the North Carolina Association of County Commissioners' (NCACC) Annual Conference Voting Delegate*

MANAGER'S COMMENTS:

The North Carolina Association of County Commissioners' (NCACC) Annual Conference is scheduled for August 11-14, 2016, in Forsyth County. Each county in attendance is required to select a voting member for representation at the annual business meeting which is conducted as a part of the conference. Submission of the voting delegate is due August 5, 2016.

Board direction is requested.



Designation of Voting Delegate to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 109th Annual Conference of the North Carolina Association of County Commissioners to be held in Forsyth County, N.C., on August 11-14, 2016.

Signed: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Alisa Cobb by: **12 Noon on Friday, August 5, 2016:**

**NCACC
215 N. Dawson St.
Raleigh, NC 27603
Fax: (919) 733-1065
alisa.cobb@ncacc.org
Phone: (919) 715-2685**

Thursday, August 11

8:30 a.m. - 2 p.m.	County Invitational Golf Tournament at Tanglewood
8:30 a.m. - 5 p.m.	Davidson County Tour Hosted by President Elect Fred McClure
9 a.m. - 7:30 p.m.	Registration Desk Hours
10 a.m. - 2:30 p.m.	LELA Seminar: Managing Conflict Constructively
Noon - 6 p.m.	Exhibit Show Hours
Noon - 1:30 p.m.	Opening Reception in the Exhibit Hall
2:45 - 4 p.m.	Workshop Block I
4:15 - 5 p.m.	Workshop Block II
5 - 6 p.m.	A Toast to Innovation: Reception Hosted by LGFCU
6 - 8:30 p.m.	First Night Celebration, Hosted by NC Cooperative Extension

Friday, August 12

8 a.m. - 5 p.m.	Registration Desk Hours
8:30 - 10 a.m.	Opening General Session, Featuring Keynote Speaker Jaylen Bledsoe
9:30 a.m.	Spouse/Guest Tour Departs from Convention Center
10 - 10:30 a.m.	Break
10 a.m. - 1:30 p.m.	Exhibit Show Hours
10:30 - 11:45 a.m.	Workshop Block III
11 a.m. - noon	NC Association of County Clerks Business Meeting
11:45 a.m. - 1:15 p.m.	Lunch in the Exhibit Hall
11:45 a.m. - 1:15 p.m.	County Managers' Luncheon
11:45 a.m. - 1:15 p.m.	Advanced Leadership Corps Cohort Luncheon
12:30 - 1:15 p.m.	NC Association of Black County Officials Business Meeting
1:30 - 2:45 p.m.	Workshop Block IV
2:45 - 3:15 p.m.	Break
3:15 - 4:30 p.m.	Workshop Block V
3:30 - 4:30 p.m.	YouthVoice Icebreaker and Orientation
4:30 - 9:30 p.m.	LELA Seminar: Real Colors (with Youth Delegates)
5 - 5:30 p.m.	District Caucuses (for Even-Numbered Districts)
6 - 9 p.m.	Forsyth County Celebration

Saturday, August 13

7:30 a.m. - noon	Registration Desk Hours
7:30 - 8:45 a.m.	Conference-Wide Youth Involvement Breakfast
8:45 - 9:45 a.m.	Second General Session, Featuring David Glover
9:45 - 10 a.m.	Break
10 - 11 a.m.	Third General Session, featuring Ted Abernathy
10 a.m. - 1:15 p.m.	YouthVoice: Bottom Line! County Budget Simulation
11:15 a.m. - 1:30 p.m.	Breakout Sessions
11:30 a.m. - 1:30 p.m.	NC Association of Black County Officials Scholarship Banquet
1 - 1:45 p.m.	YouthVoice Lunch and Evaluation
2 - 4:30 p.m.	NCACC Business Session
6 - 8:30 p.m.	President's Reception and Banquet
8:45 - 9:45 p.m.	New President's Reception

Sunday, August 14

9:30 - 10:30 a.m.	Closing Session with Storyteller Tim Lowry
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Venue & Accommodations



2016's Annual Conference will be hosted at **Twin City Quarter** in downtown Winston-Salem. NCACC has secured a limited number of rooms at a special discounted rate for conference attendees.

Rooms at the Embassy can be reserved online at the **Embassy Suites website**. Under "Add special rate codes", enter Group Code CCM.

Reservations can also be made by phone at the numbers below. Please ask for the county commissioners block under "Group Code CCM".

**Marriott (800) 320-0934 |
Embassy (800) 696-6107**

[Return to 2016 Annual Conference Main Menu](#)

Workshops & Speakers

As we continue to develop the agenda for the 2016 Annual Conference, we will add workshop descriptions and speaker profiles here. Please check back for updates later in the spring.



Jaylen D. Bledsoe

Opening General Session, Friday, August 12, 8:30 - 10 a.m.

Motivation, perseverance, good old-fashioned hard work, and the willingness to take risks, fall down, get back up and do it again have made Jaylen D. Bledsoe an amazing entrepreneur, motivational speaker and technical prodigy at the young age of 17 years. His journey and success actually began at 12 years of age when he started his own Information Technology Consulting business called Bledsoe Technologies, LLC. With a dream and \$100, he began marketing his technology services, and within two years he had 150 contractors working for him. The scope of services his company provides is vast and includes brand development consulting.

Now leader of The Jaylen D. Bledsoe Global Group, his expertise and success is multifaceted and includes start-up businesses, brand and business development, Venture Capital Funding, direct marketing platform development and implementation, entrepreneurship and increasing revenue streams.

As a motivational speaker, Bledsoe brings enlightenment, wit, comedic humor, and moving stories to his audiences young and old. He has been featured keynote speaker for Disney Dreamers Academy, NSBE, Junior Achievement, Steve Harvey Mentoring Program, Stanford, Google, and Facebook just to name a few.

A junior at Hazelwood West Senior High in St. Louis, Bledsoe serves in many community and advocacy capacities including Board President of the National Youth Rights Association, junior board member of Independent Youth, Inc., and board member

at Multitasking Hearts Corp. In 2014, Bledsoe joined Jordin Sparks' Charity, The M.A.D. Girls, to serve as the Director of Business Development.



David Glover, Associate Conductor, The Lucy Moore Ruffin Chair

Second General Session, Saturday, August 13, 8:45 - 9:45 a.m.

David Glover joined the N.C. Symphony as Associate Conductor during the 2014-15 season. He conducts education and evening concerts throughout the state, as well as performances on the Pops Series and Young People's Concerts, along with pre-concert talks. Glover previously served for two years as Assistant Conductor of the Indianapolis Symphony Orchestra, where he led its Discovery, Family, and Side-by-Side Concerts.

He has led numerous other orchestras including the Ensemble Orchestral de Paris, North Czech Philharmonic, Bulgarian Opera in Bourgas, and Hungarian Opera-Cluj. As a participant in numerous competitions, he placed in the semifinals of the Bartók Opera Competition and was the youngest person to pass the preliminary round of the Cadequés Competition in 2008. In addition, Glover has held positions as the Ansbacher Fellow to the Salzburg Festival and conductor of the Indiana University All-Campus Orchestra.

He holds degrees from the University of Georgia and Boston University in violin performance, as well as a master's degree in instrumental conducting from Indiana University, where he was named an Adjunct Lecturer in 2007. Glover founded and served as Artistic Director of L'Orchestra da Camera, Boston, which he led for its first two seasons.



Ted Abernathy, Managing Partner, Economic Leadership LLC

Third General Session, Saturday, August 13, 10 - 11 a.m.

Ted Abernathy has 35 years of experience in directing economic development and workforce development programs. He is the economic development policy advisor to the Southern Governors Association and, in his role with Economic Leadership LLC, works in more than a dozen states to develop economic strategies. Mr. Abernathy's current North Carolina-based projects include developing a new rural economic strategy for the N.C. Chamber of Commerce, creating new economic strategies for the Research Triangle Regional Partnership and the Piedmont Triad Partnership.

Born in Dallas, N.C., Mr. Abernathy received his bachelor's degree from UNC-Chapel Hill and his Master's from Johns Hopkins University. He is a graduate of the Economic Development Institute and is an Eisenhower Fellow for global economics.

From 2008-13, Mr. Abernathy was the Executive Director of the Southern Growth Policies Board, a 42-year old public policy think tank that provided economic development research, strategy and marketing advice to states and communities across the South. Before coming to Southern Growth, he was a practicing economic developer for 28 years. Most recently, he served as Executive Vice President and COO for the Research Triangle Regional Partnership. During his eight years directing RTRP's operation he worked with hundreds of clients and helped generate 65,000 new jobs and almost \$10 billion in investment.



Tim Lowry, *Storyteller*

Workshop, Friday, August 12, 10:30 - 11:45 a.m.

Closing Session, Sunday, August 14, 9:30 - 10:30 a.m.

Tim Lowry has been telling stories of the People, by the People, and for the People for 15 years. Telling a variety of Folk Tales and Stories from American History, Mr. Lowry has presented thousands of educational programs for schools across the country. At festivals he entertains audiences with a mixture of Folk Tales and Personal Narrative. He also presents storytelling/communication workshops at corporate retreats. When not on the road, he makes his home in Summerville, SC, where he often performs stories of southern culture and history from the "Sweet Tea Trail."



NCACC EVENTS

REGISTER FOR EDUCATIONAL OFFERINGS & MEETINGS

109TH ANNUAL CONFERENCE ▼

🏠 > 2016 ANNUAL CONFERENCE

2016 ANNUAL CONFERENCE

Hello Annual Conference attendees! This page includes all of the base registration options for the conference. Each of these tickets includes all conference sessions and meals, except for Friday's NCABCO Banquet, Saturday's President's Banquet, and admission for your guests. Those require separate tickets, which can be purchased on the [Annual Conference Additional Events](#) page.

Please note: Due to credit card processing fees and administrative costs, cancellations/refunds will be subject to a \$40 administrative fee. Refunds must be requested by August 1, and cannot be guaranteed after this date.

August 11, 2016 8:00 am

🎫 Ticket Options

	Price	Qty*
Regular Registration show details +	\$345.00 (USD)	0 ▼
On-Site Registration show details +	\$395.00 (USD)	Goes On Sale August 1, 2016
Corporate Registration show details +	\$500.00 (USD)	0 ▼
One-Day Registration - Regular show details +	\$250.00 (USD)	0 ▼
One Day Registration - On Site show details +	\$275.00 (USD)	Goes On Sale August 1, 2016

One-Day Registration - On-Site

show details +

\$275.00 (USD)

080216 BCC Meeting

One-Day Registration - Corporate

show details +

\$300.00 (USD)

0 ▼

Add to Event Cart

Upcoming Date(s) and Time(s)

Conference Registration

August 11, 2016 - August 14, 2016

8:00 am - 5:00 pm



Event Details

Event Location

Venue: Twin City Quarter

Address:

425 North Cherry Street, Winston-Salem, North Carolina, 27101, United States



Description:**RECENT POSTS**[Notes on Online Registration](#)[Looking for an event not listed here?](#)**ATTORNEYS CONFERENCE**

July 7-9, 2016

Holiday Inn, Wrightsville Beach, NC

[Register](#)**109TH ANNUAL CONFERENCE**

August 11-14, 2016

Twin City Quarter, Forsyth County

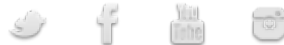
[More information and registration](#)**ANNUAL CONFERENCE TICKETED EVENTS**

August 11-14, 2016

Twin City Quarter, Forsyth County

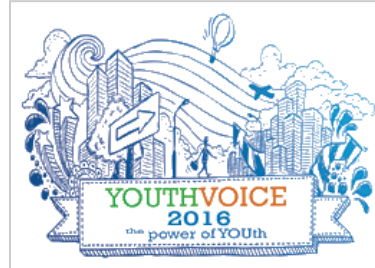
[More information and registration](#)

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Youth Leadership Initiative

- [Contacts for County Clerks to the Board](#) (PDF)
- [YouthVoice 2016 registration information and preliminary agenda](#) (PDF)
- [Report and recommendations](#) of the 2010-11 NCACC Youth Involvement Task Force



When she was inaugurated as NCACC president, former Cleveland County Commissioner Mary Accor told commissioners that when they reconvened for their next Annual Conference, she wanted to see the next generation of leaders in attendance as part of a youth leadership development initiative.

With the support of the NCACC Board of Directors and the presidents who have followed Accor, the NCACC is proud to announce that YouthVoice will return for a seventh year at the 109th Annual Conference, Aug. 11-14 in Forsyth County.

YouthVoice 2016 will provide county commissioners with the opportunity to connect with the next generation of leaders. The event will bring together Youth Delegates from 4-H Youth Development clubs and Boys and Girls Clubs of North Carolina.

YouthVoice, which takes place on Friday and Saturday of the conference, offers sessions that help youth gain a better understanding of what county governments do and the role of commissioners as the governing body for counties, and provides multiple opportunities for youth and county officials to connect. Youth and county officials are formally together for Saturday morning's breakfast and Second General Session, however county officials are invited to participate in other educational components of YouthVoice (advance notification to NCACC staff is required; contact [Jason King](#) at 919-715-0045).

County officials will also have the opportunity to meet their county's Youth Delegate prior to the conference. In order to qualify to attend, Youth Delegates must speak at a Board of County Commissioners meeting prior to YouthVoice and submit a report on their experience.

The Association strives to bring a diverse mix of youth representatives age 14-19 from each of North Carolina's 100 counties to the Youth Summit.

The NCACC has partnered with 4-H Youth Development, a service of N.C.

Cooperative Extension, to coordinate and bring Youth Delegates to the Summit since its inception. The Association welcomed Boys and Girls Clubs of North Carolina as a partner organization in 2012 to bring additional representatives to the Summit.

YouthVoice 2015: County commissioner and manager interviews and reports

YouthVoice 2014: County commissioner and manager interviews and reports

YouthVoice 2013: County commissioner and manager interviews and reports

YouthVoice 2012: County employee interviews and reports

YouthVoice 2011: Ideas to address youth challenges

YouthVoice 2010: 10 statewide issues of concern for youth

LELA Sessions

Elected officials who wish to obtain workshops/programs credits in the Local Elected Leaders Academy will have two opportunities at the 109th Annual Conference. Each of the two offerings below is worth 6 credits.

Admission for these sessions is included in the conference registration fee for county commissioners and staff, but pre-registration is required.

Municipal officials are invited to attend! Register for \$95 per session at ncaccevents.org/events/2016-lela-sessions/.

Managing Conflict Constructively

Thursday, August 11, 10:00 a.m - 2:30 p.m.

Max Lucado once said "conflict is inevitable, but combat is optional". In addition to attitude and perspective, an individual facing conflict should also possess the appropriate knowledge and skill to effectively manage it.

Participants in this workshop will discuss and learn useful techniques to define conflict, recognize sources of conflict, and methods to address and negotiate conflict constructively. In addition, participants will gain a better understanding of their own and others' personality traits and qualities by referencing Real Colors temperament program.

Real Colors (with Youth Delegates)

Friday, August 12, 4:30 - 9:30 p.m.

At one time or another, everyone reaches a point where they wonder, "Why do people do the things they do?". The answer may surprise you!

Everyone has a distinct temperament spectrum comprised of four colors: Blue, Gold, Orange, and Green. In this "Real Colors" session, attendees will learn how to quickly identify their own "color" and personal strengths, as well as those of others. Using this powerful knowledge, one can develop more effective communication skills and build better relationships by recognizing and appreciating the strengths and viewpoints of others.



The presenter for both LELA Sessions is Dan Clark, Director of the Montana State University Local Government Center. Clark joined the Local Government Center in April 2008. He previously served as the Statewide Director for the Montana Horizons program from 2006-08, and as an MSU Extension faculty member in Teton County from 1997-2006. Clark also served a four-year term as Mayor of Choteau, Montana, and is an avid hiker, cross-country skier, rock and ice climber, and mountaineer.

daniel.clark@montana.edu
(406) 994-7756

[Return to 2016 Annual Conference Main Menu](#)

Tours, Guest & Host County Events

Davidson County Tour



Join us on Thursday for a visit to the "Barbecue Capital", Lexington, North Carolina. Two buses will depart from Twin City Quarter at 9:00 a.m., and proceed in opposite directions on the tour. Stops include the Bob Timberlake Gallery & Museum, Historic Uptown Lexington, Childress Vineyards, and the RCR Racing Museum. Lunch will be provided - no visit to Lexington is complete without barbecue!

Tour Flyer (PDF)

View Itineraries: [Bus 1](#) | [Bus 2](#)

Spouse/Guest Tour

Reynolds, Hanes, Bahnson...these are the wealthy industrialists who built the foundation that made Winston-Salem and Forsyth County great. Did you know that Winston-Salem was the largest city in North Carolina until the mid-1940s?

Join us for a tour of the Reynolda House Museum of American Art, the Graylyn Estate, and the iconic architecture of downtown Winston-Salem with a delicious lunch at Springhouse Restaurant in the historic, renovated Bahnson House which was part of downtown Fifth Street's Millionaire Row. A final stop in the Arts District on Trade Street will allow time for shopping at the Mast General Store, Piedmont Craftsmen and other shops featuring local craftsmen. Learn all of Winston-Salem's colorful history from

local historian Fam Brownlee, author of *A History of Winston-Salem* and historian in the North Carolina Room of the Forsyth County Public Library.

The tour bus will begin boarding at 9:15 a.m. and leave promptly at 9:30 on Friday from the Benton Convention Center. Be sure to wear comfortable walking shoes and dress for touring indoors and outside.

[View Itinerary](#)



[Return to 2016 Annual Conference Main Menu](#)

Sponsors and Exhibitors

Sponsorship Opportunities

Sponsoring Annual Conference gives your organization an excellent chance to support education for elected and appointed county officials. If you are interested in becoming a sponsor of the NCACC's Annual Conference, please follow the link above for more information.

Exhibit Show

The Annual Conference Exhibit Show is a great opportunity to present your product or service to North Carolina county government. Follow the link above for more information, and to reserve your booth today.

Please direct your questions on these opportunities to Membership Services Coordinator Matt Gunnet at (919) 715-2354 or matt.gunnet@ncacc.org.

[Return to 2016 Annual Conference Main Menu](#)

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AGENDA ITEM 5:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Boards and Commissions

MANAGER'S COMMENTS:

Watauga County Board of Adjustment

Janet Beck has resigned from the Board of Adjustment. Her 3-year term was set to expire in November. She is an at-large appointee. The Commissioners have the option of appointing someone to finish the term or to make a new 3-year appointment that would expire in November, 2019.

No applications have been received.

Economic Development Commission

There are two vacancies on the Economic Development Commission. One vacancy is an unfulfilled term expiring June, 2017, and the other is an unfulfilled term expiring June, 2018. Those seats were occupied by individuals who have moved from Watauga County. The EDC has fourteen members; nine are appointees, the other five serve by virtue of their organizations, including one Commissioner. All members vote.

No applications have been received.

Watauga County Library

The Watauga County Library Board recommends Jaime Money be appointed to the Watauga County Library Board to replace Tish Rokoske, who plans to resign effective August, 2016.

The Watauga County Library Board recommends Dr. Scott Elliott be appointed to the Watauga County Library Board to replace Billy Ralph Winkler, who plans to resign effective August, 2016. Dr. Elliot's Volunteer Application is attached.

Town of Boone's Board of Adjustment Extraterritorial Jurisdiction (ETJ) Appointment

The Boone Town Council recommends Mr. Stephen Taylor for appointment to the Town's Board of Adjustment as a representative of the Extraterritorial Jurisdiction (ETJ). Mr. Taylor's Volunteer Application is attached.



July 22, 2016

Mr. Jimmy Hodges, Chair
Watauga County Board of Commissioners
Administrative Building, Suite 205
814 West King Street
Boone, NC 28607

Dear Mr. Hodges:

At the regular meeting of the Watauga County Library Board on July 14th, 2016, board members voted unanimously to recommend to Watauga County Commissioners that Jaime Money be appointed to the Watauga County Library Board to replace Tish Rokoske, who will resign effective August, 2016. Her term would end in August of 2020, and she would be eligible for a second one at that time.

Jaime Money recently moved back to the area and now has two small children. We are very happy that he is willing to serve on the library board.

Please approve the recommendation of the library board, and notify Ms. Money and me of this appointment. Thanks to you and all of the commissioners for your continued support of our library. Ms. Money resides at 526 Hidden Valley Circle, Boone, NC 28607.

Sincerely,

Kathy Idol
Watauga County Library Board Chair

cc: Monica Caruso
Watauga County Librarian

Jane Blackburn
Regional Director of Appalachian Regional Libraries



July 22, 2016

Mr. Jimmy Hodges, Chair
Watauga County Board of Commissioners
Administrative Building, Suite 205
814 West King Street
Boone, NC 28607

Dear Mr. Hodges:

At the regular meeting of the Watauga County Library Board on July 14th, 2016, board members voted unanimously to recommend to Watauga County Commissioners that Dr. Scott Elliott be appointed to the Watauga County Library Board to replace Billy Ralph Winkler, who will resign effective August, 2016. His term would end in August of 2020, and he would be eligible for a second one at that time.

Dr. Scott Elliott is the Superintendent of Watauga County Schools and we hope to strengthen our partnership with them for the betterment of the community
We are very happy that he is willing to serve on the library board.

Please approve the recommendation of the library board, and notify Dr. Elliott and me of this appointment. Thanks to you and all of the commissioners for your continued support of our library. Dr. Elliott resides at 410 Parkcrest Drive, Boone, NC 28607.

Sincerely,

Kathy Idol
Watauga County Library Board Chair

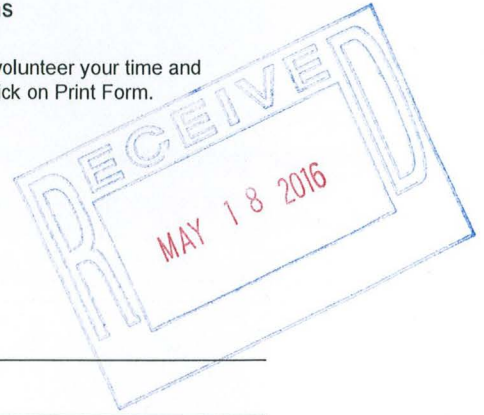
cc: Monica Caruso
Watauga County Librarian

Jane Blackburn
Regional Director of Appalachian Regional Libraries

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: Scott Elliott
Home Address: 410 Parkcrest Drive
City: Boone Zip: 28607
Telephone: (H) 828-773-5294 (W) 828-264-7190 (Fax) 828-264-7196
Email: elliotts@watauga.k12.nc.us
Place of Employment: Watauga County Schools
Job Title: Superintendent

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

- Bald Mountain
- New River
- Beaver Dam
- Blue Ridge
- Elk
- Stony Fork
- Brushy Fork
- Meat Camp
- Blowing Rock
- North Fork
- Watauga
- Cove Creek
- Shawneehaw
- Laurel Creek
- Boone

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

- Foscoe-Grandfather Community
- Howards Creek Watershed
- South Fork New River Watershed
- Valle Crucis Historic District
- Winklers Creek Watershed
- Extraterritorial Area

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

- Gender
- Male
 - Female
- Ethnic Background
- African American
 - Caucasian
 - Native American
 - Hispanic
 - Other

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

1. Library Board
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:

[Empty box for Work Experience]

Volunteer
Experience:


[Empty box for Volunteer Experience]

Other
Experience:

I have always worked closely with my local library in various roles. I previously served on a library advisory board as well as on a strategic planning committee for a library.

Other
Comments:

I am very happy to serve in this role if representation from the school system would be helpful. Thank you!

Signature: 

Date: 5/16/16

Town of Boone



July 22, 2016

Watauga County Board of Commissioners
814 W. King Street
Boone, NC 28607

RE: ETJ Appointment to Town of Boone's Board of Adjustment

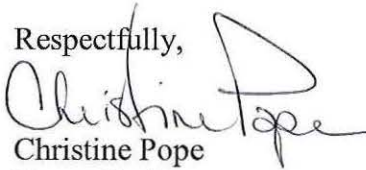
Dear Board of Commissioners:

At the July 21, 2016 meeting of the Boone Town Council, Stephen Taylor was selected for appointment to the Town's Board of Adjustment as a representative of the ETJ. In accordance with the Town's Unified Development Ordinance, recommendations for ETJ representatives on the Town's Board of Adjustment must be appointed by the Watauga County Board of Commissioners.

As directed by the Town's Unified Development Ordinance, we ask that you accept this letter as a formal request that the County appoint Stephen Taylor to the Town's Board of Adjustment as an ETJ representative.

Should you have any questions, please feel free to contact us at 828-268-6200. Attached is Mr. Taylor's application submitted for consideration.

Respectfully,

A handwritten signature in black ink, appearing to read "Christine Pope". The signature is written in a cursive style with a large, sweeping initial "C".

Christine Pope
Town Clerk

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT?

MSBA in Information Technology with minor in Education Technology.
Director of Web Services for Appalachian State University since 2007. POA Board President for Hidden Hills POA LLC. MUW Alumni Board.

HAVE YOU HAD ISSUES WITH THE TOWN OF BOONE WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN:

Was a witness during the BOA appeal with the Mountain View Speedway.

DO YOU HAVE ANY KNOWN OR POTENTIAL CONFLICTS OF INTEREST (INCLUDING MEMBERSHIP IN ANY ORGANIZATION, YOUR EMPLOYMENT, AND THE MEMBERSHIPS AND EMPLOYMENT OF ANY FAMILY MEMBER) THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN:

No

HAVE YOU EVER BEFORE SERVED ON ANY TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE. IF SO, PLEASE STATE THE NAME OF THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE:

Not for a town.

IF YOU HAVE PREVIOUSLY SERVED ON A TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE:

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.

Stephen Taylor

Signature

June 28, 2016

Date

APPLICATION FOR APPOINTMENT TO A BOARD, COMMISSION, TASK FORCE,
ADVISORY BODY OR COMMITTEE
TOWN OF BOONE

FULL NAME: Mr. Stephen A Taylor
Title First Middle Initial Last
(Mr./Ms./Ms./Dr., etc.)

GENDER: Male

HOME ADDRESS: 700 Benjamin Drive
Boone NC 28607

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS:
taylor1@appstate.edu

TELEPHONE: day: 828 406 5219; evening 828 406 5219

JURISDICTION OF RESIDENCE: Town of Boone
 Extra Territorial Jurisdiction (ETJ)
 Watauga County outside Town and ETJ
 Other (please identify):

HOW LONG HAVE YOU BEEN A RESIDENT OF THE ABOVE JURISDICTION: 8 years

DO YOU OWN REAL PROPERTY (land) IN THE TOWN OF BOONE: No

DO YOU OWN REAL PROPERTY IN THE ETJ: Yes

NAME OF BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE
APPOINTMENT SOUGHT (list one only):
Board of Adjustment Full Time / Other as needed

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT?
I feel that it is important to serve the community.

ARE YOU FAMILIAR WITH THE TOWN'S 2006 COMPREHENSIVE PLAN? (It can be
accessed at <http://www.townofboone.net/departments/development/pdfs/Comp.pdf>):
Yes

RATE YOUR SUPPORT FOR THE 2006 COMPREHENSIVE PLAN (with "1" signifying no
support and "10" signifying great support):
1 2 3 4 5 6 7 8 9 10

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN:
The planning makes sense. I also support retaining the ETJ.

AGENDA ITEM 5:

MISCELLANEOUS ADMINISTRATIVE MATTERS

C. Announcements

MANAGER'S COMMENTS:

AGENDA ITEM 6:

PUBLIC COMMENT

AGENDA ITEM 7:

BREAK

AGENDA ITEM 8:

CLOSED SESSION

Attorney/Client Matters – G. S. 143-318.11(a)(3)
Personnel Matters – G. S. 143-318.11(a)(6)