

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

**TUESDAY, AUGUST 21, 2012  
5:30 P.M.**

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

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: August 7, 2012, Regular Meeting August 7, 2012, Closed Session		1
	3	APPROVAL OF THE AUGUST 21, 2012 AGENDA		9
5:35	4	CONSIDERATION OF PROPOSED RESOLUTIONS A. Honoring the Life and Service of Deputy William R. Mast, Jr. B. Expressing the Appreciation of the Watauga County Board of Commissioners for the Assistance Rendered to Watauga County on July 26, 2012, and the Following Weeks	CHAIRMAN MILLER	11
5:45	5	ECONOMIC DEVELOPMENT COMMISSION'S SMALL BUSINESS PARK PROPOSAL	MR. KEITH HONEYCUTT MR. TOMMY SOFIELD MR. JOE FURMAN	13
5:50	6	REQUEST FOR APPROVAL OF INSURANCE/RESPONSE MAPS	MR. JEFF VIRGINIA	29
5:55	7	HUNGER AND HEALTH COALITION PAVING REQUEST	MS. COMPTON FORTUNA	35
6:00	8	PUBLIC HEARINGS TO ALLOW CITIZEN COMMENT A. Community Development Block Grant (CDBG) 2009 Scattered Site Housing Program Close-Out B. Community Development Block Grant (CDBG) 2012 Scattered Site Housing Program Pre-Application	MS. MICHELLE BALL MR. JOE FURMAN	41 45
7:00	9	PLANNING AND INSPECTION MATTERS A. Proposed Amendments to the Gate Ordinance B. Proposed Amendments to the Wireless Tower Ordinance	MR. JOE FURMAN	47 55
7:05	10	MISCELLANEOUS ADMINISTRATIVE MATTERS A. Proposed Brush Grinding Contract B. Boards & Commissions C. Announcements	MR. DERON GEOUQUE	59 65 71
7:10	11	PUBLIC COMMENT		75
8:10	12	BREAK		75
8:15	13	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3) Personnel Matters – G. S. 143.-318.11(a)(6)		75
8:25	14	POSSIBLE ACTION AFTER CLOSED SESSION		75
8:30	15	ADJOURN		

**AGENDA ITEM 2:**

**APPROVAL OF MINUTES:**

August 7, 2012, Regular Meeting

August 7, 2012, Closed Session

**DRAFT****MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS  
TUESDAY, AUGUST 7, 2012**

The Watauga County Board of Commissioners held a regular meeting on Tuesday, August 7, 2012, at 8:00 A.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

**PRESENT:** Vince Gable, Vice-Chairman  
David Blust, Commissioner  
Jim Deal, Commissioner  
Stacy C. Eggers, IV, County Attorney  
Deron Geouque, County Manager  
Anita J. Fogle, Clerk to the Board

*[Clerk's Note: Chairman Miller and Commissioner Futrelle were not in attendance due to prior commitments.]*

Vice-Chairman Gable called the meeting to order at 8:03 A.M. and took a moment to reflect upon the recent tragedy in our County, which resulted in a fallen Officer, and announced that more formal recognition of Deputy William R. Mast, Jr.'s service to the County would be taken at a future meeting.

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

**APPROVAL OF MINUTES**

Vice-Chairman Gable called for additions and/or corrections to the July 24, 2012, regular meeting and closed session minutes.

Commissioner Deal, seconded by Commissioner Blust, moved to approve the July 24, 2012, regular meeting minutes as presented.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

Commissioner Deal, seconded by Commissioner Blust, moved to approve the July 24, 2012, closed session minutes as presented.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

## **APPROVAL OF AGENDA**

Chairman Miller called for additions and/or corrections to the August 7, 2012, agenda.

County Manager Geouque requested to delete Personnel Matters from closed session. County Attorney Eggers requested to add time for possible action after closed session.

Commissioner Deal, seconded by Commissioner Blust, moved to approve the August 7, 2012, agenda as amended.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

## **PROPOSED AMENDMENTS TO THE WATAUGA COUNTY EMERGENCY OPERATIONS PLAN**

Mr. Jeff Virginia, Director of Communications and Emergency Services, presented proposed amendments to the Watauga County Emergency Operations Plan. The major change was identifying that communication operations is no longer a branch of the Sheriff's Office and is now a part of the Communications and Emergency Services Department which reports directly to the County Manager. Blowing Rock Communications was also eliminated from the Plan as it had been consolidated with Watauga County through the newly developed Communications and Emergency Services Department.

Mr. Virginia stated that his Department is still in the process of updating the County's emergency contact information as well as the media list.

County Attorney Eggers stated that the information provided is consistent with the authority to enter into the Plan.

Vice-Chairman Gable tabled consideration of the Watauga County Emergency Operations Plan until the August 21, 2012, meeting to allow time for all contact information to be updated as well as the correct current population.

## **MAINTENANCE MATTERS**

### ***A. Award of Architectural Services for Aquatic Center Repair Project***

Mr. Robert Marsh stated that in 2010 Sutton-Kennerly & Associates Engineers provided a list of repairs to address various building deficiencies at the aquatic center. As a result, funds were budgeted in Fiscal Year 2013 to repair the skylights over the swimming pool. An architect was required to design the custom skylights and ensure their compliance with the wind zone.

The original architect, Innovative Design, who designed the energy upgrades in the 1990's, has provided options for restoring or replacing the skylights. Mr. Marsh recommended Innovative Design for this project based on their knowledge and familiarity with the aquatic center.

If chosen, Innovative Design had plans to visit the site and prepare a recommendation outlining the best alternative to restore or replace the skylight units as well as provide construction documents. Estimates for the entire project ranged from \$33,471 to \$65,795 depending upon the scope of repairs needed. \$75,000 is budgeted in Fiscal Year 2013 for this project.

County Attorney Eggers stated that North Carolina G. S. 143-64.32 requires the use of the Qualifications-Based Selection (QBS) process for procurement of professional services performed by architects, engineers, surveyors, and construction managers at risk unless the Board exempts itself.

Staff requested the Board hire Innovative Design to restore/replace the skylights at the aquatic center and exempt the project from the QBS process based on the firm's knowledge and previous experience regarding the design work at the center.

Commissioner Blust, seconded by Commissioner Deal, moved to award architectural services to Innovative Design for the restoration and/or replacement of the skylights at the aquatic center and exempt the project from the Qualifications-Based Selection due to the firm's knowledge and previous experience regarding the design work at the center.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

***B. Change Order Request for Demolition of the Old High School***

Mr. Marsh presented a change order request for the old Watauga High School demolition project in the amount of \$37,338. The change order was due to additional asbestos being encountered over the original bid and contracted amount as follows: 9,346 sq. ft. of floor tile and mastic, 100 sq. ft. of sink mastic, 200 sq. ft. of cooler ceiling plaster, and 30 sq. ft. of vibration dampeners. Approval of this change order would leave \$62,662 remaining in the contingency to cover any additional issues that may arise.

Commissioner Deal, seconded by Vice Chairman Gable, moved to approve the change order from NEO Corporation in the amount of \$37,338 for additional asbestos abatement for the old high school demolition project with funds to be allocated from the project's contingency.

VOTE: Aye-2(Gable, Deal)  
Nay-1(Blust)  
Absent-2(Miller, Futrelle)

**TAX MATTERS**

***A. Monthly Collections Report***

Tax Administrator Kelvin Byrd presented the Tax Collections Report for the month of July 2012. This report was presented for information only and, therefore, no action was required.

***B. Refunds and Releases***

Mr. Byrd presented the following Refunds and Releases for July 2012 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Deal, seconded by Commissioner Blust, moved to approve the Refunds and Releases Report for July 2012, as presented.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

***C. Annual Settlement of Tax Collector***

Tax Administrator Byrd presented the following Annual Settlement Statements for Fiscal Year 2012 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Deal, seconded by Commissioner Blust, moved to approve the Annual Settlement Statements for Fiscal Year 2012.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

***D. Oath to Collect Taxes***

Mr. Byrd presented a proposed order granting authorization to collect taxes for Fiscal Year 2013. Once approved, a sworn oath was to be administered to Tax Administrator Byrd.

Commissioner Blust, seconded by Commissioner Deal, moved to grant authorization for Tax Administrator Byrd to collect taxes for Fiscal Year 2013.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

**MISCELLANEOUS ADMINISTRATIVE MATTERS*****A. Clarification of EMS Advisory Committee Appointments***

County Manager Geouque stated that the EMS Advisory Committee was created as a part of the Watauga County Ambulance Franchise Ordinance. The purpose of the Committee is to advise the County on matters related to the enforcement of the Ordinance and recommend standards of care, policies, procedures, and actions that would improve and enhance the quality of emergency services.

The Committee is comprised of representatives of various agencies involved in assisting and providing medical services to the community. Upon initial adoption of the committee, names of the representatives were also approved by the Board. The EMS Advisory Committee requested clarification that the membership be identified by each agency or its designee and not by specific member names. This would allow the Committee to be consistent with the newly adopted Emergency Services Committee and also provide flexibility should a designated member not be able to attend. The County Manager stated that the EMS Committee requested authorization to select the one to two (1-2) At-Large Appointee(s) and the one (1) First Responder from a geographic area not covered by the listed representatives.

The County Manager requested clarification that appointments to the EMS Advisory Committee be based on the agency or its designee as listed in the Ambulance Franchise Ordinance:

- Representative of Appalachian Regional Healthcare System
- Representative of Boone Fire and Rescue Department
- Representative of Blowing Rock Rescue Squad
- Representative of Watauga Rescue Squad
- Representative of Franchisee
- Medical Director
- County Manager
- Fire Commission Chairman or Designee
- Representative of Emergency Communications
- 1-2 At-Large Appointee(s), from geographic areas not covered by the above representatives
- 1 First Responder, from geographic areas not covered by the above representatives

County Attorney Eggers stated that, as this was a clerical clarification, an amendment to the Ambulance Franchise Ordinance was not required.

Commissioner Blust, seconded by Commissioner Deal, moved to clarify that the EMS Advisory Committee membership be identified by each agency or its designee as follows: Representative of Appalachian Regional Healthcare System, Representative of Boone Fire and Rescue Department, Representative of Blowing Rock Rescue Squad, Representative of Watauga Rescue Squad, Representative of Franchisee, Medical Director, County Manager, Fire Commission Chairman or Designee, Representative of Emergency Communications, one to two (1-2) At-Large Appointee(s), from geographic areas not covered by the above representatives, and one (1) First Responder, also from geographic areas not covered by the above representatives with the At-Large Appointee(s) and the First Responder to be appointed by the EMS Advisory Committee.

VOTE: Aye-3(Gable, Blust, Deal)  
 Nay-0  
 Absent-2(Miller, Futrelle)

***B. Appointment of Voting Delegate at the North Carolina Association of County Commissioners (NCACC) Annual Conference***

County Manager Geouque stated that the North Carolina Association of County Commissioners' (NCACC) Annual Conference is scheduled for August 16-18, 2012, in Wake 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.

Commissioner Blust, seconded by Commissioner Deal, moved to appoint the County Manager as Watauga County's voting delegate for the business meeting at the NCACC Annual Conference unless Chairman Miller or Commissioner Futrelle planned to attend and agreed to be the voting delegate.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

***C. Boards and Commissions***

County Manager Geouque stated that per the bylaws of the Region D Development Corporation, each county was required to annually appoint four persons to serve as members of the Development Corporation Board. Representative categories are local government (1), private lending institution (1), and community organization or a business organization (2).

At the July 24, 2012, meeting, Mr. John Spear was appointed, as the Watauga County Local Government Representative. Consideration of the remaining three appointments was tabled to allow time for verification of the eligibility of representation.

The County Manager stated that Mr. Brian Crutchfield, current Community Organization Representative, remains eligible through his service as a member of the Watauga County Community Foundation and the Rotary Club; Mr. Jim Furman, current Business Organization Representative, remains eligible as a local business owner; and Mr. Brian Riggins, current Private Lending Institution Representative, remains eligible as a resident of Watauga County and employee of a lending institution, First Citizens Bank. Mr. Riggins works at the Bank in Wilkes County; however, he had expressed interest in continuing to represent Watauga County on the Development Corporation Board if so appointed.

Commissioner Blust, seconded by Commissioner Deal, moved to reappoint the following as Watauga County representatives to the Region D Development Corporation Board: Mr. Brian Crutchfield as the Community Organization Representative, Jim Furman as the Business Organization Representative, and Mr. Brian Riggins as the Private Lending Institution Representative.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)



**D. Announcements**

County Manager Geouque made the following announcements:

- The North Carolina Association of County Commissioners' (NCACC) 105<sup>th</sup> Annual Conference is scheduled for August 16-18, 2012, in Wake County.
- The High Country Council of Governments' Annual Banquet is scheduled for Friday, September 7, 2012, at Linville Ridge.
- An Interlocal Governmental Retreat was scheduled for Thursday, September 13, 2012, at 5:00 P.M.; however, due to a conflict with that date, it will be rescheduled with a new date for the meeting to be announced when available.

**PUBLIC COMMENT**

There was no public comment.

**CLOSED SESSION**

At 8:37 A.M., Commissioner Deal, seconded by Commissioner Blust, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

Commissioner Deal, seconded by Commissioner Blust, moved to resume the open meeting at 8:55 A.M.

VOTE: Aye-3(Gable, Blust, Deal)  
Nay-0  
Absent-2(Miller, Futrelle)

**ACTION AFTER CLOSED SESSION**

There was no action taken after closed session.

**ADJOURN**

Vice-Chairman Gable adjourned the meeting at 8:55.

\_\_\_\_\_  
Nathan A. Miller, Chairman

ATTEST:

\_\_\_\_\_  
Anita J. Fogle, Clerk to the Board

**AGENDA ITEM 3:**

**APPROVAL OF THE AUGUST 21, 2012 AGENDA**

Blank Page

**AGENDA ITEM 4:**

**CONSIDERATION OF PROPOSED RESOLUTIONS**

*A. Honoring the Life and Service of Deputy William R. Mast, Jr.*

**MANAGER'S COMMENTS:**

The Chairman will present a resolution honoring Watauga County Deputy Sheriff William Ronald Mast, Jr. who was killed in the line of duty on July 26, 2012. The Sheriff and his staff have been requested to attend the meeting along with Paige Mast and the Mast family.

**AGENDA ITEM 4:**

**CONSIDERATION OF PROPOSED RESOLUTIONS**

*B. Expressing the Appreciation of the Watauga County Board of Commissioners for the Assistance Rendered to Watauga County on July 26, 2012, and the Following Weeks*

**MANAGER'S COMMENTS:**

The Chairman will present a resolution expressing appreciation for the assistance received throughout the William R. Mast, Jr. tragedy.

Blank Page

**AGENDA ITEM 5:**

**ECONOMIC DEVELOPMENT COMMISSION'S SMALL BUSINESS PARK PROPOSAL**

**MANAGER'S COMMENTS:**

Mr. Keith Honeycutt, EDC Chairman, Mr. Tommy Sofield, EDC member, and Mr. Joe Furman will present a request for the Board to formally designate the old Watauga High School property as a business park. In addition, the EDC requests to be designated as the sole development and marketing agent of the property.

The Board previously approved marketing the property as a business park while actively pursuing the sale of property for commercial, residential or retail use. The Board may approve the request as presented, table the decision for future review and discussion, schedule a work session or include the item for discussion at the Board's annual retreat.

Staff seeks direction from the Board.

## **PROPOSAL FOR A BUSINESS PARK AT THE OLD WATAUGA HIGH SCHOOL**

### **Introduction**

The primary way to grow a local economy is through expanding its export sectors; i.e., produce and sell more goods and services to customers outside the local area. Watauga County's largest export sector is education because of the presence of Appalachian State University. Tourism and health care are other major export sectors for the county. Manufacturing, typically a large export sector for communities the size of Watauga County, is an extremely small portion of our export base.

Although several factors may contribute to the small incidence of manufacturing in our export base, the lack of "product" (i.e. sites available for manufacturing use) is a major deterrent to the recruitment of companies to Watauga County that will create good jobs. According to InSite Consulting, who performed in 2011-12 a targeted marketing analysis and plan for the Watauga County Economic Development Commission, "one of the fundamentals, must haves, of a successful economic development program is the availability of quality sites and buildings for prospective companies. If we want to grow manufacturing employment, it is imperative that we identify some market-ready sites and protect them from other development. Without fully infrastructured ( water and sewer lines w/excess capacity, natural gas, ample 3-phase power, telecommunications fiber) product in a community, an economic development program will not attract quality companies." During a meeting in March, 2012 which included EDC staff and members and NC Department of Commerce representatives, the NC Commerce representatives indicated that they have not referred companies to Watauga County due to the lack of product. The reality is that Watauga County is not currently able, despite the obvious attractions of the University, high educational attainment of the population, numerous outdoor recreation opportunities, outstanding medical facilities, and excellent quality of place and life, to effectively participate in the economic development arena.

### **Background Information**

The existing 45 acre Watauga County Industrial Park, developed during the 1980s, has been successful and full for over 20 years. Currently, there are a minimum of 300 jobs provided by the 9 occupants of the park; there were as many as 500 jobs prior to the 2008 recession. The majority of these companies were local and/or home-grown; the park provided a way for them to grow and create jobs in Watauga County instead of having to move elsewhere to do so. A new park would provide more opportunities for the same plus the ability to recruit companies from outside the county. Development of the existing park involved land acquisition, installing infrastructure and some site preparation. While a portion of this was funded by grants, a substantial investment by the County was required. That investment has been repaid many times over by property tax revenues, and more importantly, the creation of good jobs for the County's citizens. A new park is needed. Site selectors agree that expanding business and industry sectors across the country tend to gravitate toward existing facilities and prefer business park settings. Watauga County is in a unique position to provide such a park with minimal initial investment because of the existence of the County-owned old Watauga High School site. Currently, the buildings on the site are being demolished. Once that is

accomplished, approximately 25 acres of relatively flat, “pad-ready” land will remain. In addition, the site is served by a state-maintained road, as well as electricity, water, sewer, natural gas and high speed internet connection. Staff has produced a master plan for a business park on the site which consists of 13 lots of varying sizes. As soon as demolition is complete, site due diligence should be undertaken, to include Phase 1 environmental assessment, wetlands delineation, archeological study, geotechnical study and endangered species analysis. Upon completion of the due diligence, vigorous marketing of the site can begin. The EDC is confident that funding for the due diligence will be available from sources other than the County. This county-owned site has the potential to become a significant employment center.

### **Economic Impact**

It is important to note that not all jobs are equal in economic impact. Retail and service sector jobs are intended primarily to serve the local population and should occur as the result of general economic growth in the county. Although we know that some jobs in these sectors serve the tourist industry and the surrounding region, and are therefore export oriented, we also know that growth in these sectors will occur whether or not the old WHS site is available for those uses. A new restaurant or retail establishment will only have an economic impact if it causes an increase in spending by tourists and residents of the surrounding region, or if it causes local residents to spend more locally rather than outside the county.

Export oriented jobs produce goods and services for sale to individuals and organizations outside Watauga County. The best way to grow the local economy is to grow the export sector. Most of the businesses in the current industrial park are export oriented, as are Appalachian State University and Samaritans Purse. These jobs bring new income into the county and induce growth of other sectors, such as retail and services.

Until now, the old WHS site has been offered for sale as a single tract for mixed-use, i.e. retail, restaurant, entertainment, possibly housing. As such, the site would be disposed of in a single transaction, and upon development would generate sales tax revenue for local government. (Realistically, a portion of the sales tax generated will actually be shifted from existing local businesses, who will lose sales to a new development.) Jobs would also be created. There have been a handful of offers made to the County; none have been accepted. The EDC believes the citizens of Watauga County would be well served by the alternative plan to develop a business park on the site. Such a park would be dedicated to manufacturing, shipping, research and development, and office uses, as outlined in the InSite Consulting targeted Marketing Analysis and Plan. A mixed use development as described above (retail, etc.) is generally not attractive to the targeted industries; a restricted park is generally a desired destination. Such a park would generate little, if any, direct sales tax revenue, but would create significantly higher paying jobs than would retail and similar commercial uses. Both sales taxes and property taxes would increase as a result of spending by these businesses and employees.

For example, assume that a business park on the site will produce 300 new jobs – the same amount of jobs currently at the existing industrial park. More than likely, a greater number of



jobs would be created, since there is more acreage and more lots, but 300 is used as a conservative estimate for this example. Using the 2010 average wage for all employment sectors for Watauga County of \$32,196 (US Bureau of Economic Analysis), an estimated total annual payroll would be \$9,658,800. Using the NC minimum wage (\$7.25/hour) for 300 retail/service jobs would produce an annual payroll of \$4,524,000. That is probably an unrealistically low estimate for such jobs, so using an average of \$10.00/hour would produce an annual payroll of \$6,240,000. The comparison assumes 300 full time or full time equivalent jobs (2080 hours/year). More generally using 2010 numbers from the US Census Bureau County Business Patterns, estimated average wages in Watauga County for specified employment sectors are as follows: manufacturing - \$30,406; wholesale trade - \$46,786; transportation & warehousing - \$33,678; information - \$31,335; retail trade - \$20,912; accommodation & food services - \$13,246. The business park jobs, in addition to being higher-paying, are also more likely to include benefits, such as vacation/sick leave, insurance, etc.

Both the individuals employed and the community will benefit from the higher pay and better benefits associated with the jobs expected to be created by a business park relative to typical retail/service type jobs. Higher incomes generate more local spending. Better benefits result in better living conditions and could relieve some of the demand for public services (DSS, etc.) Watauga County has a highly educated work force, with numbers well above the state and nation. Because the majority of current jobs are in the service sector, under-employment is a nagging problem. Creation of new jobs at a business park will help address that issue. Watauga County currently relies heavily on retail/service sectors because of the presence of ASU students and tourists. Diversification of the local economy is desirable, if not necessary. Creation of a business park will begin that diversification.

### **Recommendation**

Watauga County will clearly benefit from having protected sites available to market to manufacturing and other export oriented businesses and organizations. Therefore, we recommend that the Watauga County Board of Commissioners take action to formally designate the old WHS property as a business park (to be named later) with occupants restricted to export oriented businesses and organizations. Further, we recommend that the Watauga County Economic Development Commission be formally designated as the development and marketing agent for the property. In doing so, the current and future County Boards of Commissioners retain the responsibility of determining the appropriateness of park occupants and any local incentives used to help attract specific occupants.

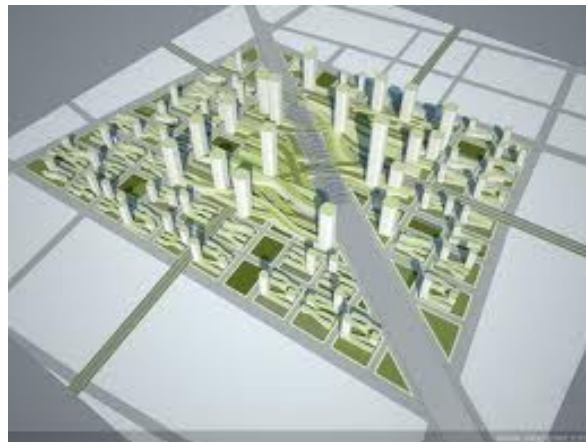


## Master Plan

For

# SUMMIT BUSINESS PARK

Western North Carolina's Premier Class "A" Business Location  
Located in the Heart of the North Carolina High Country  
Boone, North Carolina



*Watauga County is a Certified Entrepreneurial Community*

## Table of Contents

	Page
INTRODUCTION	1
Plan Background and Objectives	
Master Plan Context	
Master Plan Implementation	
EXISTING CONDITIONS	2
Topography	
Natural Hazards	
Stream Corridors	
Wetlands	
Prior Land Use	
Current Zoning	
INFRASTRUCTURE	3
Electricity	
Natural Gas	
Water Sewer	
Telecom	
Highways	
Mass Transit	
Airports	
DEVELOPMENT TIMING	4
AVAILABLE PROPERTIES	5
SUSTAINABLE DESIGN PRINCIPLES	6
Waste Reduction	
Pollution	
Energy Conservation	
Water Conservation	
APPENDIX	
Site Data	
Existing Conditions Plan	
Business Park Conceptual Site plan	

## INTRODUCTION

### Plan Background and Objectives

Planning for the Summit Business Park was sparked by recommendations from the Watauga County Economic Development Commission (EDC). In the winter of 2011, the EDC engaged the services of InSite Consulting, a site selection and economic development consulting firm to prepare a Targeted Marketing Analysis that would assist the Commission in establishing a better foundation for engaging in more efficient and effective marketing. The development of the plan reinforced and emphasized the fact that a significant “gap” in attracting future targeted markets to the County lies in our lack of “client-ready” manufacturing space/product. The consultants identified the existing Watauga High School campus, now vacant, on Highway 105 as a potential “diamond-in-the-rough” - a natural site for the development of a publicly-owned, fully infrastructured “Class A” Business Park. The idea began to further gain momentum when it was introduced at the 2012 Economic Development Summit, a gathering of local leaders focused economic development. The Summit Business Park Master plan was a product of these early efforts.

The objective of the Summit Business Park Master Plan is to enable the creation of a well-planned employment center in Watauga County that is ready for development, i.e. “shovel ready”. The master plan contains many components that will help make the property attractive, including: a transportation system that provides for efficient multi-model circulation, greenway trails with connections to existing and planned trails in the area, a utility plan that provides a clear path to development, sustainable design criteria for both public and private entities, and minimum standards of architectural and landscape design elements to ensure that the value and aesthetic of the park remains attractive to the community as well as prospective employers. The plan’s strong emphasis on sustainable policies and practices are a reflection of planning principals that local residents named as being important in numerous local visioning efforts.

### Master Plan Context

The Master Plan guides the planning, public investment, and ultimate development of the property by providing a desired urban form and implementation strategy. This is accomplished by providing a preferred layout and specifying the necessary infrastructure components to support the anticipated development demands. In addition, the Plan takes into consideration other long range planning efforts and capital improvements in and around the property. The long range plans considered in the planning process include the Citizen’s Plan for Watauga, Boone’s Comprehensive Plan, and Watauga County’s Comprehensive Transportation Plan. The Plan works within the findings and recommendations of Boone’s 2030 Land Use Master Plan. The Plan also acknowledges market needs, including consideration of parcel size, site configuration and suitability, access, utilities, and quality of life elements. Additionally, the Master Plan considers complementary uses and design elements that will contribute to successful and viable employment centers. The Plan is structured so that the initial development can occur without excessive costs, time constraints, and entitlement hurdles.

### Master Plan Implementation

The Master Plan provides choice and flexibility to respond to potential employers’ needs. It is designed to accommodate a range of development sizes to meet the projected needs of Watauga County’s identified targeted markets. The plan provides a road map for the development of a Class “A” Business Park by designation of “shovel ready” development sites.

## EXISTING CONDITIONS

The property is the original site of Watauga High School located along an existing highway corridor within the corporate limits of Boone. Of the approximate total 75 acres, approximately half of the property has been built upon, leaving a significant portion undeveloped. The surrounding area is urban in character. Access to the site is provided via NC Highway 105. The traffic signal was removed when the school was abandoned. Wilson Drive adjoins the north-western property boundary is a logical location for additional access.

The following sections further describe the plan area in terms of natural features, land use, and infrastructure.

### Topography

The plan area is defined by its topography. The central portion of the site is relatively flat and is bordered by sloped hillsides which form a natural buffer surrounding the property. The resulting “plateau” of land is thereby separated from the adjoining highway commercial land uses to the west, north, and east and the residential land uses to the south by a significant barrier in the form of mature forest.

### Natural Hazards

According to the Federal Emergency Management Agency (FEMA), flood hazards are present to the north and east. A small portion of the property is located within the designated Special Flood Hazard Area.

### Stream Corridors

Two creeks border the plan area. Winkler’s Creek to the south and Hodge’s Creek to the north along Highway 105. These streams are healthy for urban streams. Winkler’s Creek provides a major portion of Boone’s drinking water supply.

### Wetlands

A search of the National Wetlands Inventory Map yielded no results for this property. A detailed wetlands delineation will be undertaken as part of the Phase 1 Environmental Assessment.

### Prior Land Use

The property is the site of the former Watauga High School. The land uses currently surrounding the property to the west, north and east are highway commercial in nature and consist of retail, restaurant, and multi-family uses. Land use to the south is predominately residential with most properties protected by a large forested hillside buffer.

### Current Zoning

The developed Plan area is within Boone’s General Business Zoning District. Within this district, most retail, wholesale, office, clerical, research and service related land uses are permitted by right. Light Industrial land uses are permitted “Special Uses” within the District which require the approval of the local zoning board.

## INFRASTRUCTURE

### Electricity

Provided by New River Light & Power

Existing 12.47 KV distribution line on-site w/2 substations in close proximity provide ample 3-phase capacity for commercial/industrial operations.

### Natural Gas

Provided by Frontier Energy

Existing 2" PE line on-site with 6" PE main line on NC Highway 105.

### Water

Provided by Town of Boone

Existing 8" main and a separate 2" line on-site

System Capacity Total/Excess: 4.5 mgd/2.25 mgd

### Sewer

Provided by Town of Boone

Two existing 8" gravity mains on-site

System Capacity Total/Excess: 4.82 mgd/2.4 mgd

### Telecom

Provided by \_\_\_\_\_. T-1, ISDN, DSL

Fiber optics and digital switching available

### Highways

The Park is located on NC Highway 105. Major access is provided by US Highways 321 and 421. Interstate Highways are I-77 and I-40 are both within 1 hour drive.

### Mass Transit

The Park is served by AppalCart and located on (4) fare-free bus routes.







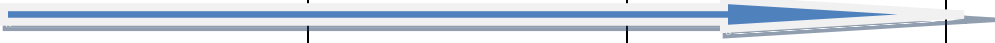
### Airports (The following are all within 2 hours drive of Summit Park)

Hickory Municipal Airport – public airport w/o commercial service

Piedmont Triad International Airport – 6 major carriers, FedEx cargo Hub

Charlotte-Douglas International Airport – 10 major carriers, US Airways Hub

## BUSINESS PARK DEVELOPMENT TIMING

Development Activities	Short Term (6 Month)	Middle Term (1 Year)	Long Term (1 Year +)
Decision Process (i.e. whether to develop the Park)			
Master Planning			
Development Approvals			
Demolition of old High School			
Construction of Infrastructure (i.e. roads, utilities, etc.)			
Design/Construct Spec Building			
Marketing			

### Note

1. A number of activities will be happening concurrently until the Park is totally developed and occupied.
2. Business Park Development will take several years and occur in stages or phases as funding becomes available.
3. Companies should be encouraged to locate within the park as soon as site development is possible.

## CURRENTLY AVAILABLE PROPERTIES

Site	Lot Size	Pad Ready	Bldg. Footage <sup>1</sup>	Parking Spaces <sup>2</sup>
LOT 1	2.2 Acres	.9 Acres	18,000 SF	60 Spaces
LOT 2	3.6 Acres	2.3 Acres	45,000 SF	135 Spaces
LOT 3	9.5 Acres	1.4 Acres	30,000 SF	90 Spaces
LOT 4	4.5 Acres	2.3 Acres	45,000 SF	135 Spaces
LOT 5	5.5 Acres	2.6 Acres	50,000 SF	150 Spaces
LOT 6	4.5 Acres	2.3 Acres	45,000 SF	135 Spaces
LOT 7	5.0 Acres	2.9 Acres	55,000 SF	165 Spaces
LOT 8	5.0 Acres	2.4 Acres	47,500 SF	140 Spaces
LOT 9	6.0 Acres	3.2 Acres	60,000 SF	180 Spaces
LOT 10	5.0 Acres	2.1 Acres	40,000 SF	120 Spaces
LOT 11	5.5 Acres	2.1 Acres	40,000 SF	120 Spaces
LOT 12	3.5 Acres	2.3 Acres	45,000 SF	135 Spaces
LOT 13	6.7 Acres	.0 Acres	WS II Watershed Rules Apply	

1. Building square footage is based on the current B-3 zoning classification and an allowable FAR of .429 on the "Pad-Ready" areas only.

2. The number of parking spaces is based on an average of 3 spaces per thousand square feet of mixed manufacturing and office land use.



## SUSTAINABLE DESIGN PRINCIPLES

The Business Park is intended to develop with sustainable design elements that attract businesses suitable for our location having operational characteristics that limit impacts on the natural environment. The plan seeks to reduce waste, pollution, energy use, and water consumption within the plan area. The area's sustainability strategy is multi-faceted and identifies strategies that affect land use planning, public infrastructure, transportation, building design, business operation practices, and area maintenance. Sustainable practices and design will be shared by both public and private entities.

The following sections highlight actions that will ensure future development and land use activities within the plan area are sustainable.

### Waste Reduction

**Construction Waste:** Encourage that site development and building construction are designed and managed to minimize the amount of materials used on a given project. Development projects should seek to minimize waste to Watauga County's landfill and explore options to discard excess materials for local reuse. New buildings should utilize durable building materials with longer life spans.

**Recycling:** Individual business operations should be planned to ensure waste materials are sorted for recycling and reuse. Coordinate with local officials to ensure facilities and resources are adequate to accommodate the recyclable materials generated from the park.

**Composting:** Require existing landscaping material and organic waste to be composted or reused. Explore options to provide composting on individual project sites.

**Product Packaging:** Targeted employers should reduce product packaging to the absolute minimum to allow for its safe transportation and consumer purchase. Consider incentives for local manufacturers that limit packaging or utilize innovative solutions to packaging.

### Pollution

**Local Materials:** Encourage development projects to use locally available materials to reduce carbon emissions caused by transport. Ensure that local development standards do not otherwise require construction materials that are not available locally.

**Stormwater Treatment/ Water Quality:** Require that stormwater generated from paved surfaces is adequately cleaned and purified before it is discharged into the natural system. Require water quality facilities for streets, parking areas, and roof tops.

**Mixed Land Use:** Allow for and encourage a mix of complementing land uses within the plan area to provide a collection of services within close proximity.

**Alternative Transportation:** Create a transportation network and building pattern that encourages transit use, pedestrian and bicycle travel, carpooling, and rideshare. Develop a trail/multi-use path network within conservation corridors to promote recreational opportunity and bicycle mobility.

**Landscaping and Tree Planting:** Install native plant and tree species as part of all new development to off-set carbon emissions.

## Energy Conservation

**Solar Orientation:** Individual buildings should be sited and oriented to capitalize on solar exposure to lessen energy demands related to lighting and heating.

**Landscaping for Shade and Cooling:** Require landscaping along exterior building walls to provide both shade and cooling in the summer and protection from the winds in winter.

**Day Lighting Buildings:** Encourage the design of buildings with architectural features that utilize sunlight for interior illumination.

**LEED Certification:** Consideration should be given to require a certain level of LEED goals and strategies for each new building constructed within the park.

**Solar and Wind Harvesting:** Explore opportunities to install solar PV and wind harvesting elements on new structures to offset energy consumption and to capitalize on their large surface coverage.

## Water Conservation

**Native/Drought Tolerant Landscaping:** Limit landscaping material to native and drought tolerant plant species.

**Rain Water Harvesting:** Encourage the collection of rain water for irrigation and toilet flushing purposes. Consider the design and construction of harvesting facilities for recreation and other public areas.

**Water Efficient Utilities:** Require that buildings and recreational facilities are constructed with water efficient utilities (i.e. toilets, sinks, showers and the like).

### Watauga High School Site Data

Parcel #	Size	Primary Zoning	Supplemental Zoning
7724	39.5	B-3	Corridor Overlay Viewshed Protection
0228	1.2	B-3	Corridor Overlay Special Flood Hazard Area
4202	6.0	B-3	Corridor Overlay Special Flood Hazard Area
2114	.26	B-3	Corridor Overlay
7413	1.31	B-3	Corridor Overlay Viewshed Protection
5763	19.93	B-3 (10.71 Ac) RA (6.85 Ac) R-1 (.9 Ac) Unzoned (1.47 Ac)	Viewshed Protection Viewshed Protection Viewshed Protection
0378	6.73	R-1	Water Supply Watershed
Total Acreage		74.93 Acres	
Average Lot Size		Approx. 5.75 Acres	
Pad-Ready Acreage		Approx. 27 Acres	

### Primary Zoning District - Permitted Use(S)<sup>1</sup>

#### B-3, General Business:

Commercial Retail	Z
Commercial Wholesale	S
Office, Clerical, Research and Services	Z
Light Industrial	S
Institutional Residence or Care	Z
Restaurants	Z
Storage and Parking	Z
Emergency Service Operations	Z
Transportation	S
Commercial Greenhouses	Z
Government Uses	Z
Major Subdivisions	S

“Z” denotes Administrative approval, permit by right

“S” denotes Board approval, subject to discretion of the BOA

1. The Table of Permissible Uses is currently under review by the Town Staff and Planning Commission. The type of business and light industry the Business Park is planning to attract is an important consideration in this process. Any effort toward making those land uses identified in the Target Marketing Analysis permitted by right within the Business Park will be critical to the permitting and approval process. One of our major objectives is to structure a plan so that development within the Business Park can occur without excessive costs, time constraints, and entitlement hurdles.

## Supplemental Zoning District(S)

### Corridor Overlay District:

Site development requirements applicable to lots within the Corridor District may limit traffic access to the internal street system. Other Corridor District requirements include locating or screening loading areas, storage areas or mechanical equipment so as to not be seen from the protected thoroughfare.

### Viewshed Protection District:

Development Intensity for land within the Viewshed District is limited to the R-1 District Intensity. None or very little development is proposed within the Viewshed Protection District.

### Steep Slopes:

In accordance with UDO provisions for development on Steep Slopes, a site specific geologic hazard analysis will be required for design/engineering of a portion of the internal street leading to Wilson Drive.

### Transitional Zones:

The UDO establishes a 150 feet "transitional zone" adjacent to property zoned R-1 and R-A. According to Town Staff, this provision applies even if the property zoned R-1 or R-A is part of the lot being developed for commercial or light industrial use. A Special Use Permit is required for any development within the Transitional Zone. Additional Performance Standards may be (but are not always) required.

### Special Flood Hazard Area:

Special Flood Hazard area requirements will apply to development of Lot #10 only.

### Water Supply Watershed:

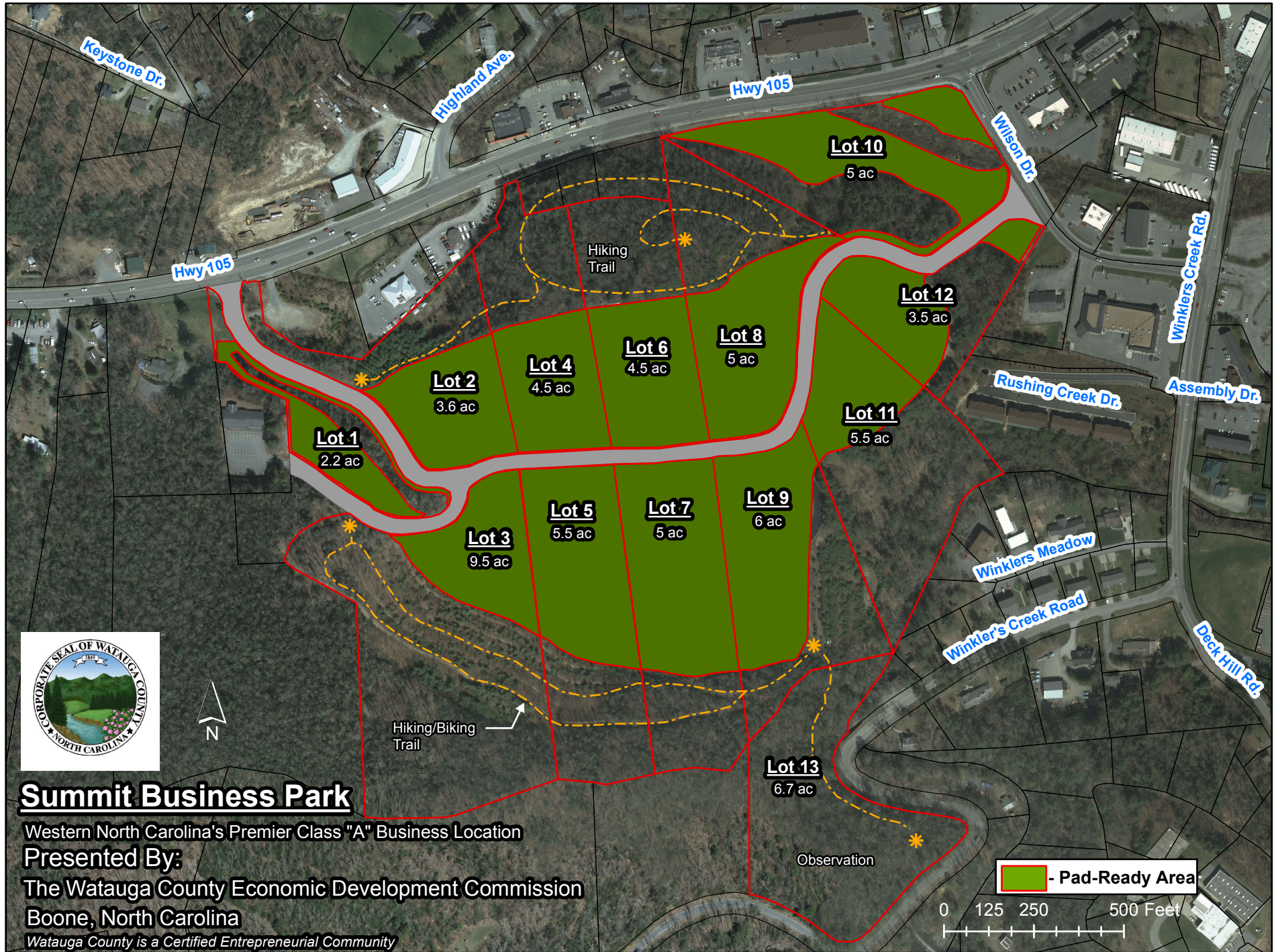
Watershed area requirements are applicable to Lot 13 which is not planned to be developed for commercial or light industrial use. This Lot is residentially zoned.

## Major Subdivision Approval Process

Board of Adjustment approves preliminary plat via Special Use Permit. The Special Use Permit allows for subdivision infrastructure improvements which can be completed at once or in phases as approved by the Board of Adjustment. The Town Council then approves the final plat for the entire development or for each approved phase of the development.

## Public Streets, Sidewalks

The internal street system is proposed to be publicly maintained. NCDOT currently maintains High School Drive and Temple Drive is maintained by the Town of Boone. The Master Plan proposes extending High School Drive to Wilson Drive with a 50' dedicated public ROW, a 20' paved curb and gutter cross-section, and sidewalks on each side.



## Summit Business Park

Western North Carolina's Premier Class "A" Business Location

Presented By:

The Watauga County Economic Development Commission

Boone, North Carolina

*Watauga County is a Certified Entrepreneurial Community*

**AGENDA ITEM 6:**

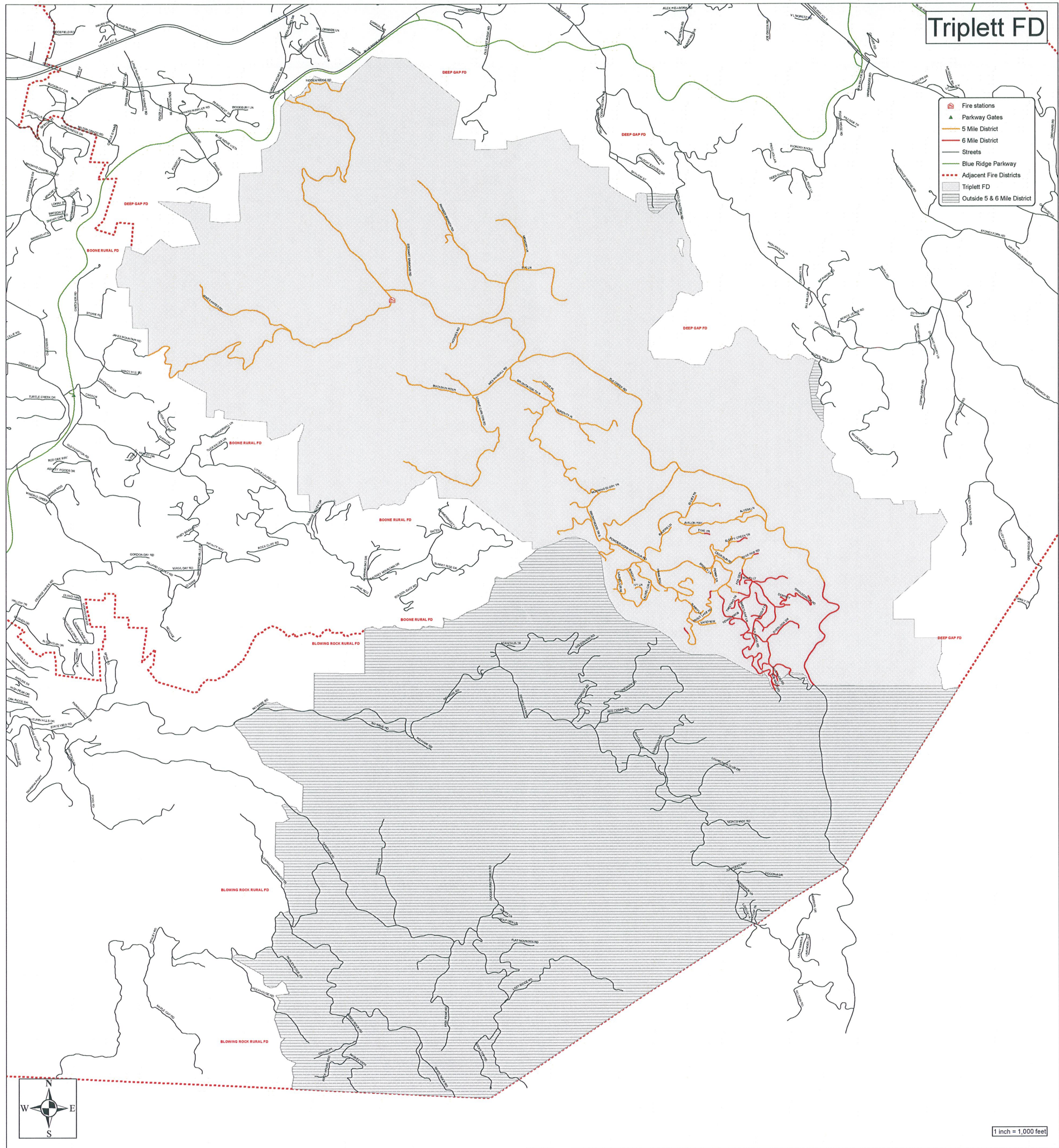
**REQUEST FOR APPROVAL OF INSURANCE/RESPONSE MAPS**

**MANAGER'S COMMENTS:**

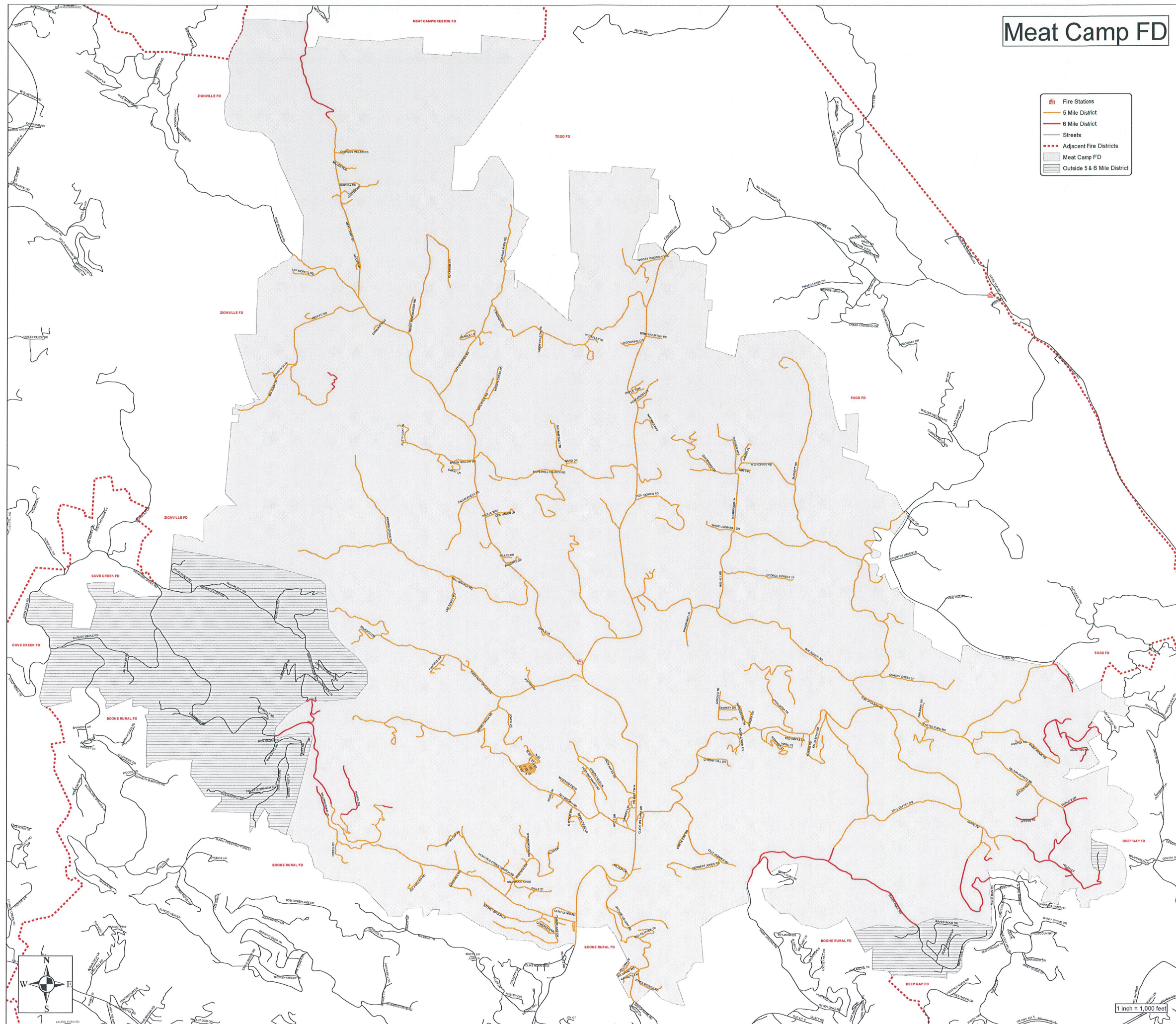
Mr. Jeff Virginia, Communications and Emergency Services Director, will request the Board approve the insurance/response maps for Boone, Deep Gap, Meat Camp, and Triplet tax districts which the State has now approved. Upon Board approval, minutes will be sent to the State documenting that the changes were approved.

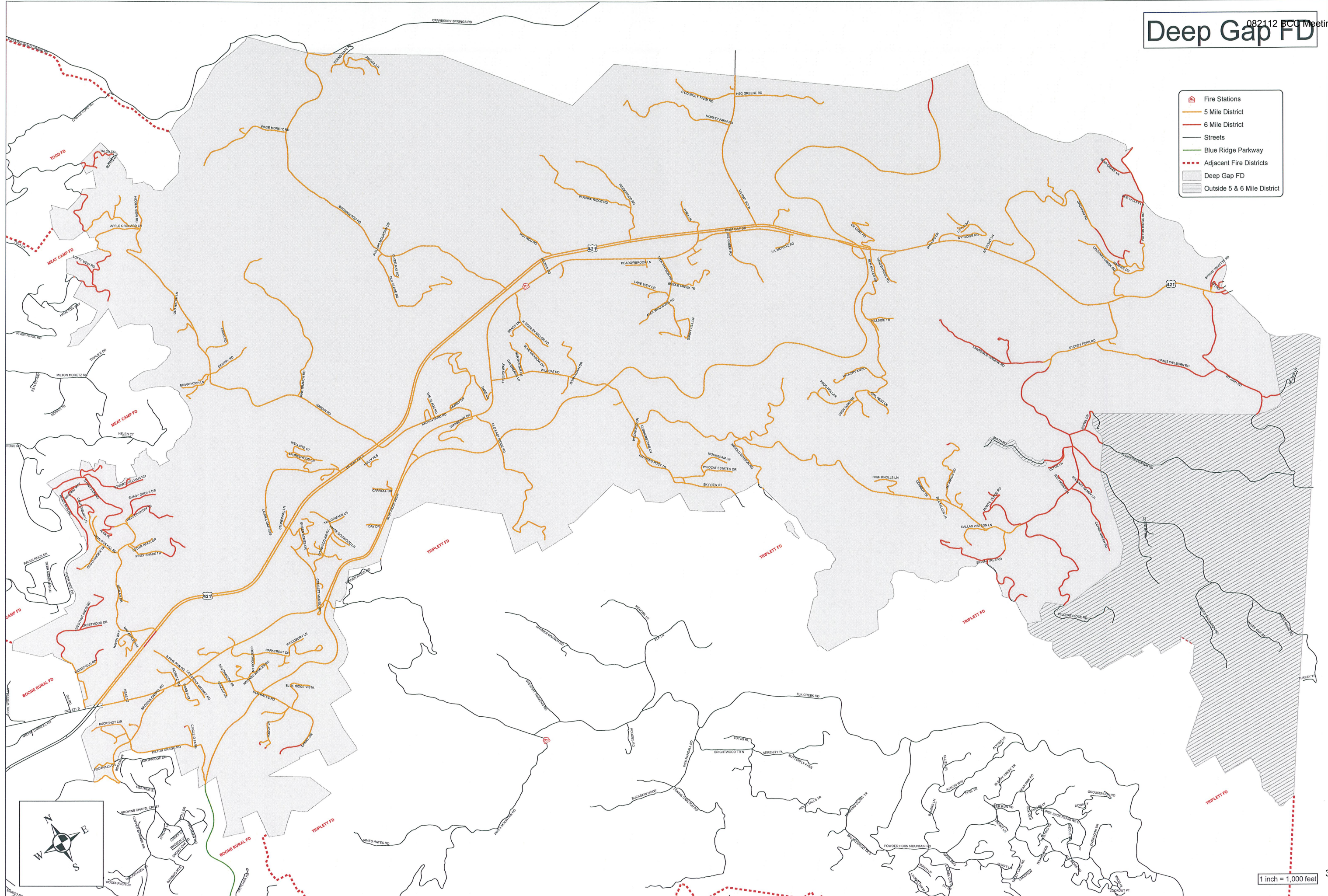
Board action is requested.

Blank Page

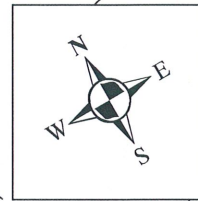


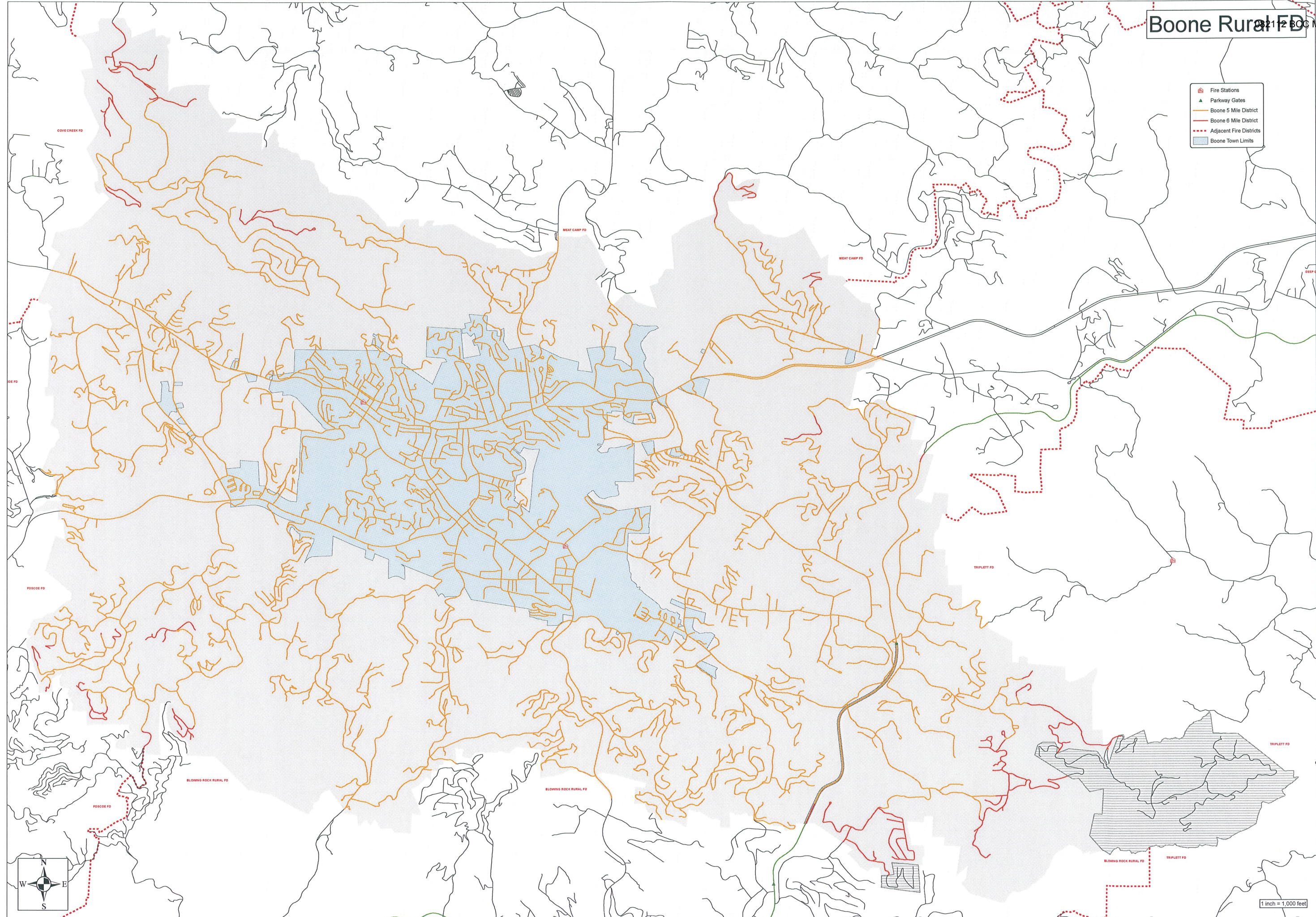






- Fire Stations
- 5 Mile District
- 6 Mile District
- Streets
- Blue Ridge Parkway
- Adjacent Fire Districts
- Deep Gap FD
- Outside 5 & 6 Mile District





**AGENDA ITEM 7:**

**HUNGER AND HEALTH COALITION PAVING REQUEST**

**MANAGER’S COMMENTS:**

Ms. Compton Fortuna, Director of the Hunger and Health Coalition, will present paving requests to repair Health Center Drive which services the Hunger and Health Coalition, Caldwell Community College, and the non-profit agencies that sub-lease space from the Coalition in the Hannah Building. Ms. Fortuna previously requested assistance from the Board in November of 2011. The current estimates to repave the road range from \$17,335 to \$39,628.35 and \$6,769 to \$12,531 to repair the pot holes only. The County does provide property and liability and flood insurance for the facility.

Staff seeks direction from the Board.

Tri-County Paving, Inc.  
 P.O. Box 863  
 West Jefferson, NC 28694

**Estimate**

Date	Estimate #
8/1/2012	25976

<b>Name / Address</b>
Hunger and Health Coalition 141 Health Center Drive Boone, NC 28607

Description	Qty	Cost	Total
<b>Estimate #1: Repave Street</b>  The scope of work will consist of: 1. Clip grass edges and clean existing asphalt. 2. Patch needed area to where road widens out at parking area. 3. From wide area to entrance to Parking Lot, remove the broken asphalt and weakened stone base. Place 6" of ABC stone. Condition and compact the ABC stone.  4. Pave street with 2" +/- compacted surface grade asphalt. 5. Patch potholes in the parking lot.		39,628.35	39,628.35
THANK YOU FOR THE OPPORTUNITY TO SUBMIT THIS QUOTE.		<b>Subtotal</b>	
		<b>Sales Tax (6.25%)</b>	
		<b>Total</b>	

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>
336-246-7244	336-846-4914	www.tricopaving@skybest.com

Tri-County Paving, Inc.

P.O. Box 863  
West Jefferson, NC 28694

**Estimate**

Date	Estimate #
8/1/2012	25976

<b>Name / Address</b>
Hunger and Health Coalition 141 Health Center Drive Boone, NC 28607

Description	Qty	Cost	Total
<p><b>Estimate #2: Repair Pot Holes Only</b> The scope of work will consist</p> <ol style="list-style-type: none"> <li>1. The potholes at entrance to building: Sawcut and remove broken asphalt and weakened stone base.</li> <li>2. Place 6" of ABC stone -Condition and compact ABC stone.</li> <li>3. Pave back with 2" +/- compacted surface grade asphalt.</li> <li>4. Areas in road: Patch with 2" +/- compacted surface grade asphalt.</li> </ol> <p>We appreciate the opportunity to submit this quote. We are licensed NC, VA, and TN General Contractors and Accredited Members of the N.C. Better Business Bureau. Our company has served the High Country for 35 years since 1977 and are fully licensed and fully insured. Our asphalt company is a Pre-qualified NC DOT Contractor and 3 NC Certified Asphalt Technicians serve on our paving crew. Our grading crew also has NC DOT Certified Erosion Control Specialists. Please call if we can further serve you.</p>		12,531.00	12,531.00
THANK YOU FOR THE OPPORTUNITY TO SUBMIT THIS QUOTE.		<b>Subtotal</b>	
		<b>Sales Tax (6.25%)</b>	
		<b>Total</b>	

<b>Phone #</b>	<b>Fax #</b>	<b>E-mail</b>
336-246-7244	336-846-4914	www.tricopaving@skybest.com

**Champion Paving Company, Inc.**

PO Box 3728

Boone NC 28607

Phone and Fax: 828 297-5400

email: [championpaving@yahoo.com](mailto:championpaving@yahoo.com)

**PROPOSAL**

PROPOSAL SUBMITTED TO: <b>Hunger Coalition Crystal Winebarger</b>	PHONE <b>262 1628</b>	DATE <b>7/26/2012</b>
STREET	JOB NAME	
CITY, STATE, ZIP <b>Boone NC 28607</b>	JOB LOCATION	
<a href="http://mamadee1989ccharter.net">mamadee1989ccharter.net</a>	DATE OF PLANS:	JOB PHONE

We hereby submit specifications and estimates for:

**Hunger Coalition drive: Clean out damaged areas prepare for paving.**

**Apply tack coat pave with 2 inch finish binder type asphalt.**

**This is approx. 408 square yards** **\$ 6,769.00**

**\*\*if a significant rise in the cost of fuel and/or material occurs, price may be adjusted**

**accordingly customer will be notified of any change in price before work begins**

We propose hereby to furnish materials and labor - complete in accordance with above specifications for the sum of:

dollars (\$ )

Payment to be made as follows:

**Upon Completion**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Authorized  
Signature: **Ronnie Hicks**

Note: This proposal may be withdrawn by us if not accepted within **30** days

**Acceptance of Proposal** - the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:

Signature:



FAX - 262-0154

Page No. of Pages

Moretz Paving, Inc.

P.O. Box 270  
ZIONVILLE, NC 28698  
Phone# 828-297-5048  
Fax# 828-297-7703

PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO <b>HUNGER / HEALTH COALITION</b>		PHONE <b>262-1628</b>	DATE <b>10-13-11</b>
STREET <b>141 HEALTH CENTER DR.</b>		JOB NAME	
CITY, STATE AND ZIP CODE <b>BOONE, N.C. 28607</b>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

ATTN: CRYSTAL

- 1) POT HOLE REPAIR  
TO PATCH POTHOLES - \$2,860.00 *5/11/11 #1*
- 2) REPAIR AREA AT WOODYARD  
TO DIG OUT, REMOVE GRAVEL AREA - RE-BASE WITH STONE  
SET UP TO PAVE - PAVE WITH 2 INCHES ASPHALT \$7,100.00 *5/11/11 #1, 2, 3*
- 3) RE-SURFACE ROAD WAY - (REPAIR TO WOODYARD MUST BE DONE BEFORE RE-SURFACE)  
RE-SURFACE ENTRANCE RD - TO WOODYARD GATE - 2" ASPHALT  
INCLUDE POT HOLE PATCHING \$17,335.00 *ALL*  
ROCK CLAUSE  
NOTE: NOT RESPONSIBLE FOR UNDERGROUND UTILITIES  
NOTE: NOT RESPONSIBLE FOR SCUFFING

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

A PRICE BASED ON ASPHALT INDEX OCT. 2011 - SUBJECT TO CHANGE  
dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

IN FULL UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance.

Authorized Signature

*Robert Slomp*

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_



Blank Page

**AGENDA ITEM 8:**

**PUBLIC HEARINGS TO ALLOW CITIZEN COMMENT**

***A. CDBG 2009 Scattered Site Housing Program Close-Out***

**MANAGER'S COMMENTS:**

A public hearing has been scheduled to allow public comment on the closeout of the current 2009 Scattered Site Housing Program (SSHP) project. The grant administrator, Ms. Michelle Ball with High Country Council of Governments, will be present to address any questions or comments.

Board action is requested to close-out the current 2009 Scattered Site Housing Program (SSHP) project CDBG # 09-C2010.

## **Watauga County CDBG Grant 09-C-2010 Closeout Hearing August 21, 2012**

The purpose of this public hearing is to give the opportunity for citizen input concerning the closeout of the Watauga County CDBG Scattered Site Housing Program. The program provided housing repair assistance to very low- and low-income residents within Watauga County.

A total of four households were treated with program funds from the primary grant. Nine homes were treated with funds set aside for emergency repairs (less than \$5,000). Four additional homes were assisted with emergency repairs from funds recaptured from a previous rehabilitation.

In the main portion of the program three homes received relocation and clearance assistance and one received rehabilitation assistance. Homes assisted on the program were located at:

179 Lola Perry Road, Zionville (relocation & clearance)  
134 Miller Drive, Boone (relocation & clearance)  
7320 Meat Camp Road, Todd (rehabilitation)  
247 Upper Crab Orchard Road, Banner Elk [located in the Matney area of Watauga County]  
(relocation & clearance)

The average cost of relocation & clearance was \$ 82,805.00.

The average cost of rehabilitation was \$ 59,546.00.

Watauga County received \$400,000 for the 3 year program and the following was expended during this cycle of the program:

- \$9,974.00 for clearance activities,
- \$238,443.86 for relocation activities,
- \$67,582.14 for rehabilitation activities,
- \$47,000 for planning and administration,
- \$39,845 for emergency repairs

Unexpended CDBG funds in the amount of \$155.00 will be de-obligated to be used for other CDBG funded programs.

In addition to the \$400,000 Scattered Site funds awarded for this project the County received \$19,335.36 from the sale of a home that was rehabilitated in a previous grant cycle. The County was able to use these funds to extend the emergency repair portion of this project and treat 4 additional homes.

## Emergency Repair/Local Option Participants

2621 Meat Camp Road, Boone	Septic System
1542 Laure Creek Road, Sugar Grove	New Roof
395 Hartley Hill Dr., Blowing Rock	Foundation Repair, Partial Roof
125 Wilson Hicks Road, Vilas	Windows, Porch Repair
1254 Jakes Mtn. Road, Deep Gap	New Roof
4992 Meat Camp Road, Todd	New Roof
220 Curley Maple Valley Drive, Boone	Partial Roof, Electrical Repair
352 Mast Gap Road, Sugar Grove	New Roof
568 Hardaman Circle, Boone	Floor Repair/Stabilization

## Program Income Participants (Emergency Repairs)

6887 Junaluska Road, Boone	New Roof
167 Lomax Street, Boone	New Roof, Ceiling Repair
270 Potter Town Road, Todd	Roof Repair, Foundation Stabilization
256 Potter Town Road, Todd	Floor Repair

Blank Page

**AGENDA ITEM 8:**

**PUBLIC HEARINGS TO ALLOW CITIZEN COMMENT**

***B. CDBG 2012 Scattered Site Housing Program Pre-Application***

**MANAGER'S COMMENTS:**

A public hearing has been scheduled to begin the process for the new 2012 Scattered Site Housing Program (SSHP) project. Mr. Joe Furman, Planning Director, and Ms. Michelle Ball with High Country Council of Governments will be present to address any questions or comments.

Board action is requested to apply for 2012 Community Development Block Grant Scattered Site Housing Program (SSHP) funds and designate the High Country Council of Governments to prepare the application and administer the grant.

**Watauga County 2012 CDBG  
Scattered Site Housing Program  
Pre-application Public Hearing August 21, 2012**

The purpose of this public hearing is to give the opportunity for citizen input concerning the upcoming application submission for CDBG Scattered Site Housing Funds.

Each county in the State of North Carolina (with the exceptions of Mecklenburg, Wake, and Cumberland) receives funding every 3 years to assist low-income homeowners with housing repairs. Watauga County is scheduled to receive \$225,000 in CDBG funds in the 2012 cycle (down from \$400,000 in 2009) and will be required to submit an application to the NC Division of Community Assistance stating how they plan to administer the project.

At a previous Board Meeting, the Commissioners appointed an advisory committee for the Scattered Site Housing Project. The committee is made up of representatives from the County, each municipality, and area agencies and will meet to help plan the program as well as select the homeowners that will participate.

## **AGENDA ITEM 9:**

### **PLANNING AND INSPECTIONS MATTERS**

#### ***A. Proposed Amendments to the Gate Ordinance***

### **MANAGER'S COMMENTS:**

Mr. Joe Furman, in conjunction with the County Attorney, will present technical amendments to the County's gate ordinance. The amendments are included in your packet. A new section (100.09) has been added to allow for an appeal process. Section 100.04 A & B has been reworded to clarify confusing and conflicting language.

Historically, the County holds a public hearing to allow citizen comment on ordinance amendments. Should the Board approve the changes as presented, staff would recommend a public hearing being scheduled for the September 18, 2012, meeting.

Staff requests Board direction.



**Anita.Fogle**

---

**From:** Joe Furman  
**Sent:** Friday, August 10, 2012 11:05 AM  
**To:** Deron.Geouque  
**Cc:** Anita.Fogle; Four Eggers  
**Subject:** Proposed amendments to Gate Ordinance  
**Attachments:** Watauga County - Gated Community Ordinance 8-8-12.doc

Deron,

The County Attorney and I are proposing some technical amendments to the subject ordinance – see attachment. The ordinance as adopted does not contain an appeal process, so such a process is set forth in the proposed new Section 100.09. Revised wording for Sections 100.04 A & B is proposed to clear up confusing/conflicting language. Local practice is for the Board of Commissioners to hold a public hearing to consider ordinance amendments. Thank you.

Joe

Joseph A. Furman, AICP  
Director, Watauga County Planning & Inspections and Economic Development  
331 Queen Street, Suite A  
Boone, NC 28607  
(828) 265-8043  
(828) 265-8080 (fax)  
[joe.furman@watgov.org](mailto:joe.furman@watgov.org)

## **Watauga County Ordinance to Regulate Installation and Maintenance of Electronic Access Gates for Gated Communities**

Section	
100.01	Authority and Purpose
100.02	Definitions
100.03	Requirements
100.04	Gate Development Specifics
100.05	Process
100.06	Maintenance
100.07	Modifications
100.08	Violations
100.09	Appeal Procedure
100.10	Effective Date

### **100.01 AUTHORITY AND PURPOSE**

This ordinance is enacted pursuant to the general police powers granted to Watauga County by North Carolina Gen. Stat. §153A-121, N.C. Gen. Stat. §153A-352, and Section 503 of the 2009 North Carolina State Fire Prevention Code. The purpose of this ordinance is to establish rules and standards for the installation of electronic access gates for gated communities in order to provide for the safe and efficient ingress and egress for fire, law enforcement, and other emergency personnel.

### **100.02 DEFINITIONS**

For the purposes of this section, the following words shall have the following meanings:

Key Box: A secure, tamperproof device with a lock operable only by a fire department, police department, or emergency services department master key, and containing building entry keys and other such devices that may be required for access in an emergency.

Gated Community: A development that is enclosed within a geographical area by restrictive gates.

Gates: A crossbar, door, or other obstructive device which is utilized for the purpose of restricting, controlling, or obstructing entry or exit by motor vehicles or pedestrians to or from a private roadway.

Ingress/Egress: The point where vehicles or pedestrians enter and exit a development.

Modifications: Any structural changes from the original configuration (new or existing), change from manual to electric, change of electronic control operation or alterations requiring a permit.

Private Streets: Internal streets that are not owned or maintained by North Carolina Department of Transportation and that are owned and maintained by an entity responsible for upkeep and maintenance, such as a homeowners association, community group, property management company, or similar organization.

### 100.03 REQUIREMENTS

New and existing, when applicable, gated communities shall comply with the following requirements:

- A. All streets in the gated community must be private streets.
- B. The location of the gate(s) shall comply with Section 100.04 of this ordinance and the North Carolina State Fire Prevention Code, as applicable.
- C. The gates shall be maintained in working order and inspected as needed.
- D. Gates pre-existing to the adoption of this ordinance shall not be affected by this ordinance provided they are maintained and in working order. If such gates are replaced or modified, they shall conform to the requirements of Sections 100.04, parts C through K, of this ordinance and the North Carolina State Fire Prevention Code as applicable.
- E. Applicants shall adhere to section 100.05 below regarding the process for obtaining approval for gates.

### 100.04 GATE DEVELOPMENT SPECIFICS

~~A. Entrance ways and exit ways shall be a minimum of twenty (20) feet unobstructed width. When separated by medians, posts or other obstructions, each entrance and exit lane shall be provided with a minimum unobstructed width of twelve (12) feet. There shall also be at least 40' measured from the gate to the ultimate right-of-way so the fire truck or emergency vehicle will not block the adjacent public right-of-way.~~

A. Entrance gates shall be located a minimum of 40' from the adjacent public road right-of-way to allow for emergency vehicle clearance at entry.

~~B. The ingress/egress area at the gate location shall be separated by a minimum 5' landscape island.~~

B. Combined entry and exit ways shall provide a minimum unobstructed width of twenty (20) feet. Entry and exit ways separated by landscape medians, guard houses, or other obstructions shall provide a minimum unobstructed width of twelve (12) feet. Entry and exit ways shall have a minimum unobstructed vertical clearance of not less than thirteen feet six inches (13'6").

C. It shall be determined if the gates are to be manual or electrical in operation. All electrical vehicular gates shall be provided with access control using a Radio Transceiver for public safety and authorized users. This transceiver will allow emergency vehicles to open the gate from a mobile or portable radio, and must be pre-approved by Watauga County.

D. All electrical vehicular gates shall be provided with a fail-open device in the event of power failures unless secondary power is provide by battery back-up or generator. During a power failure, the gates will open and remain open. These devices should restore the gate(s) to the closed position after the power is restored. Any residential gated communities consisting of three (3) or less dwelling units are not subject to this requirement.

E. Gates need to be opened for appropriate personnel to enter the community during an emergency. A fire service recognized/approved dual key activating switch or padlock shall be installed to allow emergency personnel access through vehicular gates.

F. An approved dual key lock box containing cards, keys, pass codes and

operating instructions shall be provided at each entrance gate.

G. Gates shall be designed so that when fully opened do not obstruct the path of travel for vehicles or pedestrians, whether emergency and non-emergency. Gates shall remain fully open during an emergency event, when activated by responding agency, until reset. A 'Hold Open' code must be included in design and functioning of the gate.

H. If there are two or more gates in any single development, all gates shall be operated in the same fashion.

I. Gate activation shall not be altered or placed out of service without prior notification to the Watauga County Fire Marshal's Office, Watauga County Planning and Inspections Department and the Local Fire Department.

J. Each entrance gate shall be provided with an "override" feature to allow the gate(s) to remain open so that multiple fire apparatus can enter without having to wait for intermittent opening of the gate(s).

K. Each entrance gate shall be equipped with a manual override feature so as to permit opening during power failures or other emergency.

#### **100.05 APPLICATION AND APPROVAL PROCESS**

A. The applicant shall submit a detailed plan, including but not limited to, scaled drawings showing the location of the gates, turn radius, dimensions of the gates, pavement, sidewalks, curbs, etc. Information such as topography lines, vegetation, site triangles, etc. shall also be included with the submittal.

B. The applicant shall submit these plans for review by the Planning & Inspections Department, who shall forward the plans to the Sheriff's Department, Fire Marshal's Office, EMS, and Local Fire Department for approval.

C. The Department of Planning & Inspections shall verify approval by the agencies listed in Section 100.05 (b) of the gate plan prior to issuance of a permit.

D. All property owners shall notify the Watauga County E911 Department of any gate access code changes prior to such changes taking effect.

E. All gated communities applying for a permit to install a gate shall acknowledge that if the affected properties gate fails to operate in its intended operational capacity, and such failure results in damage to the gate or constitutes the responding emergency agency to alter normal entrance procedures, the responding agency, mutual aid departments and Watauga County shall not be held liable for damages incurred.

#### **100.06 MAINTENANCE**

Gates subject to this ordinance shall be kept in their original working order and shall be repaired and/or replaced in the event they are disabled and/or damaged. It shall not be the responsibility of the County to maintain these gates. Gates subject to this ordinance shall be monitored annually by the Local Fire Department and verified by the Watauga County Fire Marshal's Office every three (3) years of their operation or as deemed appropriate by the Watauga County Fire Marshal's Office.

### **100.07 MODIFICATIONS**

Any gate (new or existing) altered outside the scope of their original installation and/or permitting, will be considered a modification. Notification and plans for modification shall be submitted to the Watauga County Office of Planning and Inspections for review and decision upon compliance with this ordinance.

### **100.08 VIOLATIONS**

- A. It shall be unlawful for any person to construct, install, or maintain any blocking device, such as a gate or any other type of barrier without first review and approval by Watauga County.
- B. If it is found that a gated community is in violation of this ordinance, the property owners association shall be notified of said violation in writing by the Watauga County Fire Marshal's Office. Failure to remedy the violation within seven (7) business days shall subject the violator to remedies as authorized under G. S. 153A-123 and G.S. 143-139. Civil penalties shall be imposed in the amount of \$200.00 per day until the violation has been remedied. In addition to the civil penalty, or in the alternative, this ordinance may be enforced by injunction and order of abatement in the General Court of Justice. Each day's continuing violation of this ordinance is a separate and distinct offense.
- C. In the event the gated community does not have a property owners association or the association is defunct, insolvent, or otherwise non-responsive to a notice of violation, the county may pursue each individual lot owner for enforcement of the remedies as set forth above.

### **100.09 APPEAL PROCEDURE**

The Watauga County Board of Adjustments shall hear all appeals which may be taken by an owner or other party in interest from any decision or order of the Watauga County Office of Planning and Inspections.

The appeal shall be taken within ten days from the service of the decision by the Watauga County Office of Planning and Inspections by filing with the Watauga County Director of Planning and Inspections a notice of appeal, which shall specify the grounds upon which the appeal is based. Upon the filing of any notice of appeal, the Watauga County Director of Planning and Inspections shall schedule the matter for hearing in accordance with the rules of procedure for the Watauga County Board of Adjustment. When an appeal is from the decision of the Watauga County Office of Planning and Inspections refusing to allow the person aggrieved thereby to do any act, this decision shall remain in force until modified or reversed.

When any appeal is from a decision of the Watauga County Office of Planning and Inspections requiring the person aggrieved to do any act, the appeal shall have the effect of suspending the requirement until the hearing of the Board, unless the Director of the Watauga County Office of Planning and Inspections certifies to the Board, after the notice of appeal is filed, that by reason of the facts stated in the certificate (a copy of which shall be furnished to the petitioner) a suspension of the requirement would, in his or her opinion, cause imminent peril to life or property or that because the violation charged is transitory in nature a stay would seriously interfere with enforcement of the

ordinance. In that case proceedings shall not be stayed except by a restraining order, which may be granted by the Board of Adjustment or by a court of record an application upon notice to the Director of the Watauga County Office of Planning and Inspections and in accordance with the requirement of Rule 65 of the North Carolina Rules of Civil Procedure.

(b) The Watauga County Board of Adjustments shall have all the powers of the officer from whom the appeal is taken.

(2) The Board shall fix a reasonable time for the hearing of appeals, shall give due notice to all the parties and shall render its decision within forty-five days of the conclusion of the evidence presented to it. Any party may appear in person or by agent or by attorney. The Board may reverse, affirm, in whole or in part, or may modify the decision or order appealed. The concurring vote of four-fifths members of the Board shall be necessary to reverse or modify any decision or order appealed under this Ordinance.

The Board shall have the power also in passing upon appeals in any case where there are practical difficulties or undue hardships in the way of carrying out the strict letter of this code, to adapt the application of the code to the necessities of the case to the end that the spirit of the code shall be observed, public safety and welfare secured, and substantial justice done.

(3) Every decision of the Board shall be subject to review by proceedings in the nature of certiorari instituted in the Watauga County Superior Court within 30 days after the written decision of the Board is filed or after a copy thereof is delivered to the appealing party, whichever is later. The decision of the Board may be delivered to the aggrieved party either by hand delivery or by any method authorized by the State Rules of Civil Procedure.

**100.10 EFFECTIVE DATE**

This Ordinance shall become effective upon its ratification and adoption by the Watauga County Board of Commissioners.

READ, CONSIDERED, PASSED, AND APPROVED at the regular meeting of the Board of Commissioners for Watauga County at which a quorum was present and which was held the \_\_\_\_ day of \_\_\_\_\_, 2012.

By: \_\_\_\_\_  
Nathan A. Miller, Chairman  
Watauga County Board of Commissioners

Attest:

\_\_\_\_\_(SEAL)  
Anita Fogle, Clerk to the Board

Blank Page

**AGENDA ITEM 9:**

**PLANNING AND INSPECTIONS MATTERS**

***B. Proposed Amendments to the Wireless Tower Ordinance***

**MANAGER'S COMMENTS:**

Mr. Furman will present a proposed amendment to Article IV, Section A.10 of the Wireless Communication Tower Ordinance. The amendment is needed to incorporate recent and future changes to applicable federal and state standards.

Historically, the County holds a public hearing to allow citizen comment on ordinance amendments. Should the Board approve the amendment as presented, staff would recommend a public hearing being scheduled for the September 18, 2012, meeting.

Staff requests Board direction.



**Anita.Fogle**

---

**From:** Joe Furman  
**Sent:** Thursday, August 09, 2012 4:33 PM  
**To:** Deron.Geouque  
**Cc:** Anita.Fogle  
**Subject:** Proposed wireless tower ordinance amendment  
**Attachments:** DOC080912-004.pdf

Deron,

Attached is a proposed amendment to Article IV, Section A.10 of the Wireless Communication Tower Ordinance for consideration at the August 21<sup>st</sup> Commissioners meeting. The amendment is needed to incorporate recent and future changes to applicable federal and state standards. Local practice is to hold a public hearing when amending ordinances under "general ordinance-making authority". Thank you.

Joe

Joseph A. Furman, AICP  
Director, Watauga County Planning & Inspections and Economic Development  
331 Queen Street, Suite A  
Boone, NC 28607  
(828) 265-8043  
(828) 265-8080 (fax)  
[joe.furman@watgov.org](mailto:joe.furman@watgov.org)

5. The applicant shall be required to provide documentation certifying compliance with all applicable Federal and State regulations.
6. The applicant shall present to the Ordinance Administrator proof of either fee simple ownership, an option to purchase or lease, a recorded leasehold interest, or an easement, from the record owner of all property involved and any necessary rights-of-way to the tower site.
7. A sign identifying the owner(s) and operator(s) of the tower and an emergency telephone number shall be placed in a clearly visible location on the premises of the tower.
8. When applicable, tower sites shall comply with the terms of the Watauga County Watershed Ordinance or the Foscoe/Grandfather Zoning Ordinance. No tower sites shall be located within the Valle Crucis Historic District.
9. All towers shall be set back from any surrounding property lines by a distance equal to the height of the tower unless a NC Registered Professional Engineer certifies the fall zone of the tower and appurtenances will be within the setback area proposed.
10. The tower shall be designed to meet the latest ANSI/EIA/TIA-222-E standards as amended. ~~of a minimum 100-year return wind speed and a minimum ½ inch of solid radial ice. In no case shall the design wind speed be less than specified in Table 1606.1 of the NC Building Code, Vol. 1. The foundation shall be designed in compliance with the NC Building Code, Chapter 18 as amended. Electrical design, as applicable, shall comply with the National Electrical Code as amended.~~
11. The tower and any necessary buildings or structures shall be surrounded by a commercial grade chain link secure fence at least eight (8) feet in height, which may include no more than two (2) feet of barbed wire.
12. Lighting on towers shall not be permitted except as required by Federal and State regulations. Towers shall be light gray or another earth tone (such as "environmental green"), except when specific colors and color patterns are required by Federal or State regulations.
13. When a tower is proposed adjacent to a residential area the setback space is to be used as a buffer zone and shall be landscaped as follows. Buffers shall consist of planting evergreen and/or deciduous trees spaced no more than thirty (30) feet apart. Such trees shall be a least six to seven (6-7) feet tall for evergreens and six to eight (6-8) feet tall with a one and one half (1-1/2) inch caliper (trunk measured six (6) inches above grade) for deciduous trees at time of planting and shall reach a height of no less than twenty (20) feet at maturity. In addition, planting of low growing shrubs, and/or trees shall be placed at ten (10) foot intervals. Plantings within buffer zones shall be staggered unless topography is prohibitive. The buffer zone shall not be in, and no planting shall be placed in, the road right-of-way.

Blank Page

**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

***A. Proposed Brush Grinding Contract***

**MANAGER'S COMMENTS:**

The Sanitation Department recently solicited bids from four contractors for brush grinding services. Only two bids were received in which Riverside Stump Dump, Inc., was the low bidder in the amount of \$18.00 per ton. The price includes grinding and hauling off the material and is valid until June 30, 2013.

Approximately \$100,000 has been budgeted for brush grinding in Fiscal Year 2012-2013, therefore staff is requesting the Board approve the \$18.00 per ton price with a not-to-exceed amount of \$100,000.

Board action is requested to approve the \$18.00 per ton price with a not to exceed amount of \$100,000.

**SANITATION**

**MEMO**

Date: 8/8/2012

To: Deron Geouque, County Manager

From: JV Potter, OSD

Re: Brush Grinding



The Sanitation Department solicited bids for our brush grinding services. We have approximately 1000 ton of brush and stumps on site. Only two bids were received and they are as follows:

Superior Mulch, LLC.....\$18.75 per ton

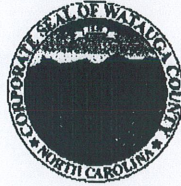
Riverside Stump Dump Inc....\$18.00 per ton

Carolina Mulch Plus.....No Bid

Horizon Hardscapes.....No Bid

This proposal includes grinding and hauling of the material and will be valid until June 30, 2013 with an estimated 3500 ton for the fiscal year. I am requesting the Board approve the low bid from Riverside Stump Dump in the amount of \$18.00 per ton. There are sufficient funds to cover the cost of the services.

Please advise.



## REQUEST FOR BIDS AND PROPOSALS

### BRUSH, STUMPS, CLEAN WOOD & PALLET GRINDING

#### WATAUGA COUNTY DEPARTMENT OF SOLID WASTE & RECYCLING

The County of Watauga is soliciting bids for grinding of brush, stumps clean wood & pallets at the Watauga County Landfill. All bids should be submitted to **Watauga County Solid Waste, Attention: J.V. Potter, 336 Landfill Road, Boone, NC 28607** no later than August 1, 2012.

#### Scope of Work:

The terms and conditions for grinding of brush, stumps, clean wood & pallets at the Watauga County Landfill are listed herein. The work shall include furnishing all equipment, implements, tools, materials, transportation, labor and supervision necessary for the prosecution and completion of the work. The estimated combined tonnage for the term of this contract is 3500 tons. This is only an estimate based on normal tonnage received and does not include additional tonnage generated from any major storms that may affect the area, nor is it a guarantee of a minimum tonnage to be provided. If you have questions, contact Donna Watson, Administrative Assistant, 828-268-2324.

#### Term of Contract:

This contract is for completion of grinding for existing and future piles of brush wood, stumps, clean wood and pallets as required until June 30, 2013. The tonnage of work to be completed for each project shall be furnished by Watauga County before work is to begin. Work shall begin as soon as possible after award of bid with each request for grinding services to be fully completed within (30) thirty days.

#### Bidder Qualifications

Only bids from Contractors established in performing this type of service and qualified to handle jobs of this size may be considered. Prior to award, Watauga County reserves the right to investigate a bidder's ability to fulfill the requirements of the contract. A list of references shall accompany each bid.

#### Description of the Work:

The work includes grinding of the existing and future pile(s) of brush wood, stumps, clean wood and pallets through the term of this contract. Contractor shall determine a per tonnage rate and bid accordingly. Brush wood, stumps, clean wood and pallets shall be ground into mulch with at least 80% being ground into pieces 2" or smaller. Contractor shall also be responsible for removal of the ground mulch from the site. Wood waste and pallets may be ground separately. This is to be left to the discretion of the Contractor. The Contractor shall leave the area clean of any trash left by workers.

#### Operation of Equipment:

The Contractor shall operate the equipment in a safe manner and at such times so as not to create a hazard. Watauga County will not be held responsible for equipment left at the sites unattended.

**Equipment:**

The Contractor must demonstrate to the satisfaction of the Landfill Supervisor that the grinding equipment to be used in the work is in good working condition and suitable for the purpose intended.

Each bidder must attach to his proposal a list describing the equipment he proposes to use in the work.

**Prosecution Of The Work**

If the Contractor fails to prosecute the work as directed or fails to perform the work in a manner satisfactory to the Landfill Supervisor, the work may be performed with other forces. The cost of work so performed will be deducted from any monies due the Contractor.

**Inspection/Cancellation**

All work shall be subject to inspection by the Landfill Director or his designee at any time. Routinely, the Landfill Director will make periodic inspections of the completed work. If the Contractor consistently performs unsatisfactory work, the contract may be canceled upon fifteen (15) days written notice by the Landfill Supervisor, Watauga County.

**Insurance and Indemnity**

The Contractor shall indemnify and save harmless the County of Watauga and its officers, agents, and employees from all suits, actions or claims of any character brought for any injury or damages received or sustained by any person, persons, or property by reason any act of the Contractor, its agents or employees, in the performance of the contract.

The Contractor shall furnish a Certificate of Liability and Worker's Compensation Insurance from an insurance company, licensed to do business in the State of North Carolina within ten (10) days after award of the contract.

**Affirmative Action**

The Contractor will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the handicapped and concerning the treatment of all employees without regard to discrimination by reason or race, color, religion, sex, national origin, or physical handicap.

The County invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled persons and disabled business enterprises.

**Invoicing/Payment**

Upon completion of each project, Contractor shall submit to Watauga County an invoice for payment. Payment shall be made within thirty (30) days.

**COST PROPOSAL SHEET**

Cost per ton includes grinding of any brush, stumps, clean wood & pallets with removal of remaining mulch, as specified in the bid request.

\$ 18.00 per ton valid through **June 30, 2013**.

Clara W Ray  
(Signature)

July 27, 2012  
(Date)

Company Name: Riverside Stump Dump, Inc.

Address: 620 Riverside Drive  
Asheville, NC 28801

Phone Number(s) Ronnie Ray (828)712-5029 Office (828)258-7339



Company Name: Riverside Stump Dump, Inc.

**BIDDER'S EQUIPMENT LIST**

<b>EQUIPMENT</b>	<b>DESCRIPTION</b>	<b>MODEL YEAR</b>
1460 Diamond Z	Tub Grinder	2006
Hitachi ZX240	Excavator	2006

**BIDDER'S QUALIFICATIONS**

Bidder must demonstrate that he has a successful record of experience in the type service specified. Otherwise, the proposal may not be considered.

List below three (3) accounts of comparable size, that you are now serving within this general area.

<b>COMPANY</b>	<b>PERSON TO CONTACT</b>	<b>TELEPHONE NUMBER</b>
Taylor & Murphy	Darrell Vess	(828)779-0124
Yancey County Landfill	Christopher Gilbert	(828)713-0097
Tennoca	Tim Goodson	(828)665-8331

*checked  
references*

*OK ✓  
DW*

**AGENDA ITEM 10:****MISCELLANEOUS ADMINISTRATIVE MATTERS*****B. Boards and Commissions*****MANAGER'S COMMENTS:**

The Watauga County Library Board has recommended the following for consideration of appointment to the local Watauga County Library Board:

George Bard	Appointment	4 year term to expire August 31, 2016
Terry Hamilton	Appointment	4 year term to expire August 31, 2016
Billy Ralph Winkler	Appointment	4 year term to expire August 31, 2016
Tish Rokoske	Reappointment	4 year term to expire August 31, 2016

Also, due to the recently amended Interlocal Agreement for the Appalachian Regional Library System, regional Board member's terms are required to be staggered. Therefore, the Watauga County Library Board recommends the following for consideration of appointment to the Appalachian Regional Library Board:

Audrey Hartley	Reappointment	1 year term to expire August 31, 2013
Billy Ralph Winkler	Appointment	2 year term to expire August 31, 2014
Hugh Hagaman	Appointment	3 year term to expire August 31, 2015
George Bard	Appointment	4 year term to expire August 31, 2016

All the above are first readings; therefore, action is not required at this time.



July 13, 2012

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

Dear Mr. Miller:

The new interlocal agreement requires the reappointment of regional board members for the staggering of terms.

At the regular meeting of the Watauga County Library Board on July 12<sup>th</sup>, 2012, board members voted unanimously to recommend to Watauga County Commissioners that Audrey Hartley be appointed to the Appalachian Regional Library Board for a 1-year term that would end August 2013.

Please approve the recommendation of the library board, and notify Ms. Hartley and me of his appointment. Thanks to you and all of the commissioners for your continued support of our library.

Audrey Hartley resides at 185 Keystone Drive, Boone, NC 28607

Sincerely,

Monica Caruso  
Watauga County Librarian

Cc: Tish Rokoske  
Watauga County Library Board Chair

Cc: Molly Westmoreland  
Director of Appalachian Regional Libraries



August 10, 2012

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

Dear Mr. Miller:

The Watauga County Library Board would like to ask that Terry Hamilton be appointed for a four year term. This would be Terry's first full term and it would expire in August of 2016. We would also like to request that Tish Rokoske be reappointed for a four year term. This would be Tish's second full term and it would expire in August of 2016 as well.

Terry Hamilton resides at 151 Jenny Lane, Boone, NC 28607  
Tish Rokoske resides at 145 Arbor Lane, Boone, NC 28607

Sincerely,

Monica Caruso  
Watauga County Librarian

Cc: Tish Rokoske  
Watauga County Library Board Chair

Cc: Molly Westmoreland  
Director of Appalachian Regional Libraries



July 13, 2012

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

Dear Mr. Miller:

The new interlocal agreement requires the reappointment of regional board members for the staggering of terms.

At the regular meeting of the Watauga County Library Board on July 12<sup>th</sup>, 2012, board members voted unanimously to recommend to Watauga County Commissioners that Hugh Hagaman be appointed to the Appalachian Regional Library Board for a 3-year term that would end August 2015.

Please approve the recommendation of the library board, and notify Mr. Hagaman and me of his appointment. Thanks to you and all of the commissioners for your continued support of our library.

Hugh Hagaman resides at 6258 US Highway 421 N., Sugar Grove, NC 28679

Sincerely,

Monica Caruso  
Watauga County Librarian

Cc: Tish Rokoske  
Watauga County Library Board Chair

Cc: Molly Westmoreland  
Director of Appalachian Regional Libraries



July 13, 2012

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

Dear Mr. Miller:

The new interlocal agreement requires the reappointment of regional board members for the staggering of terms.

The Watauga County Library Board, on July 12, 2012, voted unanimously to recommend to Watauga County Commissioners that George Bard be appointed to his first full term to the Watauga County Library Board and to the Appalachian Regional Library Board; both terms will expire on August 2016.

Please approve the recommendation of the library board, and notify Mr. Bard and me of his appointment. Thanks to you and all of the commissioners for your continued support of our library.

George Bard resides at 230 Hunting Road, Boone, NC 28607

Sincerely,

Monica Caruso  
Watauga County Librarian

Cc: Tish Rokoske  
Watauga County Library Board Chair

Cc: Molly Westmoreland  
Director of Appalachian Regional Libraries



July 13, 2012

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

Dear Mr. Miller:

The new interlocal agreement requires the reappointment of regional board members for the staggering of terms.

At the regular meeting of the Watauga County Library Board on July 12, 2012, board members voted unanimously to recommend to Watauga County Commissioners that Billy Ralph Winkler be appointed to the Watauga County Library Board and the Appalachian Regional Library Board for two full terms. The local term would expire August 2016 and the regional on August 2014. Please approve the recommendation of the library board, and notify Mr. Winkler and me of his appointment. Thanks to you and all of the commissioners for your continued support of our library.

Mr. Winkler resides at 330 Wild Rose Lane, Boone, NC 28607.

Sincerely,

Tish Rokoske  
Watauga County Library Board Chair

Cc: Monica Caruso  
Watauga County Librarian

Cc: Molly Westmoreland  
Director of Appalachian Regional Libraries

**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*C. Announcements*

**MANAGER'S COMMENTS:**

The High Country Council of Governments' Annual Banquet is scheduled for Friday, September 7, 2012, at Linville Ridge. If you wish to attend, please notify Anita prior to August 24 so she may assist in the registration.

The Interlocal Governmental Retreat has been rescheduled for Thursday October 11, 2012, from 5:00 P.M. to 7:00 P.M. The meeting location will be determined at a later date. The topic will be the Watauga County Comprehensive Transportation Plan. Craig Hughes with High Country Council of Governments and NCDOT planning staff will make presentations.





*You are cordially invited to attend the  
High Country Council of Governments'  
38th Annual Meeting and Banquet*

*Friday, September 7, 2012*

*at Linville Ridge*

Schedule of Events

6:00-7:00 Reception [Cash Bar]

7:00- 8:00 Multi Station Buffet Dinner

8:00-8:30 Presentation of Awards

Cost: \$30.00 per person, due with reservation

-----Please detach and remit with payment-----

**RSVP**

*Please send your payment to High Country COG by August 24, 2012*

\_\_\_ Number of people to attend

Names

County/Town Represented

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Anita.Fogle**

---

**From:** Phil Trew <ptrew@regiond.org>  
**Sent:** Wednesday, August 15, 2012 2:30 PM  
**To:** Deron.Geouque; Ed Evans; Greg Lovins; Greg Young; Randy Feierabend; Scott Hildebran  
**Cc:** Anita.Fogle; Jennifer Broderick; Kim Brown; Sharon Greene  
**Subject:** Watauga Intergovernmental Retreat - Save the Date

Hello all:

This is a save the date notice in case you want to share with your boards.

The next Watauga Intergovernmental Retreat will be held Thursday October 11, 2012 from 5:00 – 7:00 pm. The topic will be discussion of the Watauga County Comprehensive Transportation Plan (CTP). Meeting location has not been confirmed yet.

I will send a reminder next month, and agenda packets on October 1.

Phillip Trew, AICP  
Director of Planning and Development  
High Country Council of Governments  
468 New Market Boulevard  
Boone, NC 28607  
828-265-5434, ext. 121  
828-265-5439 (fax)  
[ptrew@regiond.org](mailto:ptrew@regiond.org)

**AGENDA ITEM 11:**

**PUBLIC COMMENT**

**AGENDA ITEM 12:**

**BREAK**

**AGENDA ITEM 13:**

**CLOSED SESSION**

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

**AGENDA ITEM 14:**

**POSSIBLE ACTION AFTER CLOSED SESSION**