

# WATAUGA COUNTY ANNUAL RETREAT

FEBRUARY 22 & 23, 2013



## BOARD OF COMMISSIONERS

NATHAN A. MILLER, CHAIRMAN

DAVID BLUST, VICE-CHAIRMAN

BILLY KENNEDY

JOHN WELCH

PERRY YATES



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# WATAUGA COUNTY

OFFICE OF THE  
COUNTY MANAGER

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## MEMORANDUM

TO: Board of County Commissioners

FROM: Deron Geouque  
County Manager

SUBJECT: Annual Retreat

DATE: February 15, 2013

The County continues to recover from the downturn in the national economy. The County recently received its audit in which significant gains in the County's financial status were recognized. Tax revaluation of all County property is scheduled for 2014 with values effective as of January 1, 2014. The revaluation process is well underway and the Board will be provided an update during the retreat. Collection of property taxes continues to remain high with a collection rate of 97.71% while sales tax revenues continue to be slightly above projections. Planning and Inspections and Register of Deeds revenues continue to see small increases.

The General Assembly is considering the elimination of the state's corporate and individual income taxes in exchange for raising the sales tax and providing a broader base for the tax to apply to. It is unclear as to how this change would affect the portion of corporate income tax that is utilized for school funding. Also, the County receives a hold harmless for sales tax that was lost due to the Medicaid swap. These are just a few issues that will need to be reviewed and analyzed to determine how the potential change could impact County revenues. Staff will continue to monitor as the General Assembly progresses through its session.

The Board's Retreat on Friday and Saturday will provide a framework for the upcoming budget. Staff will disseminate information on various topics and issues that will assist the Board in determining budgetary levels for departments and outside agencies. The Board will hear requests from different groups and organizations during the Retreat. The Retreat enables the Board to receive a snapshot of County resources and current expenditures in order to prioritize needs in the upcoming budget.

As Budget Officer, I will prepare a balanced budget by direction of the Board and based on the most up-to-date information available at the time.

Upon completion of the Retreat, you may wish to schedule budget work sessions or request additional information or clarification. Staff stands ready to assist the Board in any manner possible. Should you require additional information please contact me.

Thank you for your time and input as County staff begins to formulate the Fiscal Year 2014 budget.

**TENTATIVE RETREAT AGENDA**  
**WATAUGA COUNTY BOARD OF COMMISSIONERS**  
**COMMISSIONERS' BOARD ROOM**  
**WATAUGA COUNTY ADMINISTRATION BUILDING, BOONE, NC**  
**FEBRUARY 22 & 23, 2013**

<b>TIME</b>	<b>TOPIC</b>	<b>PRESENTER</b>	<b>PAGE</b>
<b>FRIDAY, FEBRUARY 22, 2013</b>			
12:00 PM	<b>LUNCH &amp; OPENING REMARKS</b>	MR. DERON GEOUQUE	
12:30 PM	<b>FY 2013 REVIEW AND DISCUSSION OF 2014 BUDGET</b>	MS. MARGARET PIERCE	
	A. Revenues		1
	B. Expenditures		5
	C. Funding of Non-County Departments		9
	D. Debt Service Report		10
	E. Budget Calendar		14
1:00 PM	<b>BREAK</b>		
1:15 PM	<b>SCHOOL BOARD FUNDING ISSUES</b>		
	A. Schools' Capital Improvement Plan		15
	B. FY 2014 Funding Needs		
2:00 PM	<b>YMCA DISCUSSION</b>	MR. BOB CONKLIN	25
2:30 PM	<b>TOURISM DEVELOPMENT AUTHORITY (TDA)</b>	MR. MATT VINCENT, & MR. WRIGHT TILLEY	43
3:00 PM	<b>HEALTH DEPARTMENT MATTERS</b>	MS. BETH LOVETTE	52
3:30 PM	<b>LANDFILL ENERGY PROJECTS DISCUSSION</b>		
	A. Report on Recycling and Methane to Electricity Project	MS. LISA DOTY	66
	B. Review of Solar Energy Project	MR. GED MOODY	73
4:00 PM	<b>CALDWELL COMMUNITY COLLEGE &amp; TECHNICAL INSTITUTE</b>	DR. KENNETH BOHAM	
4:15 PM	<b>TAX MATTERS</b>	MR. LARRY WARREN	
	A. Revaluation Update		88
	B. Motor Vehicle Billing		
5:00 PM	<b>REVIEW OF CURRENT CAPITAL IMPROVEMENT PLAN (CIP)</b>	MR. DERON GEOUQUE & MR. ROBERT MARSH	90
	A. Current CIP Status Report		
	B. Pool Status Report		
	C. Future Projects for Consideration		
5:30 PM	<b>WRAP UP, GOALS &amp; OBJECTIVES, BOARD DIRECTIVES</b>		
6:00 PM	<b>RECESS UNTIL SATURDAY, FEBRUARY 23, 2013 AT 9:00 AM</b>		
<b>SATURDAY, FEBRUARY 23, 2013</b>			
9:00 AM	<b>WATAUGA COMMUNITY HOUSING TRUST REPORT</b>	MR. SCOTT EGGERS	
9:05 AM	<b>ECONOMIC DEVELOPMENT MATTERS</b>	MR. KEITH HONEYCUTT & MR. JOE FURMAN	
	A. Economic Development Commission (EDC) Report/Discussion		
	B. Appalachian Enterprise Center (AEC)		
9:30 AM	<b>PLANNING AND INSPECTIONS MATTERS</b>	MR. JOE FURMAN	
	A. Watershed Regulations		
	B. Update on Greenway Projects		93
10:00 AM	<b>EMS REPORT/DISCUSSION</b>	MR. CRAIG SULLIVAN	95
10:45 AM	<b>CONSOLIDATED DISPATCH</b>	MR. JEFF VIRGINIA	131
11:30 AM	<b>MISCELLANEOUS &amp; COMMISSIONER MATTERS</b>	MR. DERON GEOUQUE	
	A. A Policy to Provide Preference to Local Vendors in Purchasing of Equipment and Supplies		132
	B. A Policy for Naming County Facilities		137
	C. Consolidated Department of Social Services (DSS) Board		143
	D. State Issues		
	E. Commissioners Matters		
11:45 AM	<b>WRAP UP, GOALS &amp; OBJECTIVES, BOARD DIRECTIVES</b>		
12:00 PM	<b>ADJOURN</b>		

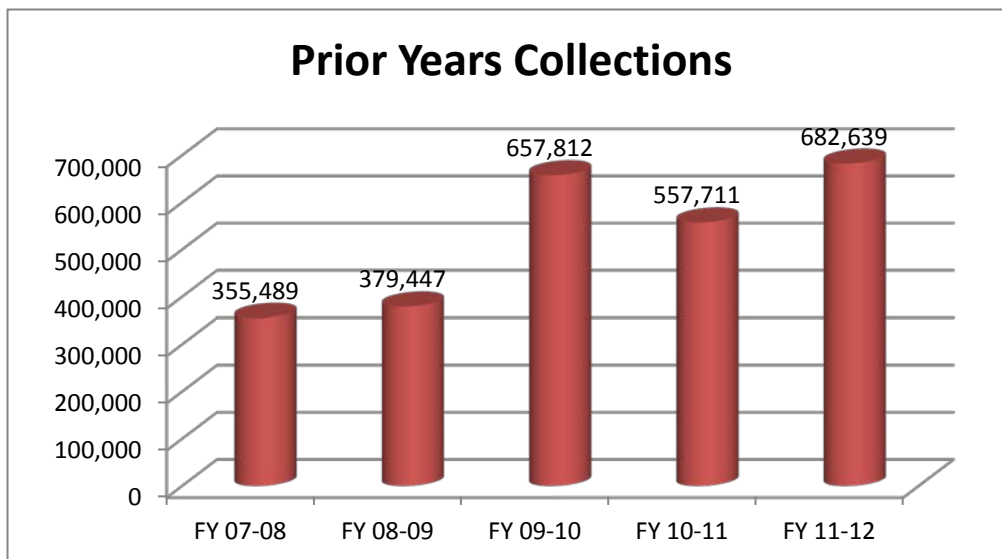
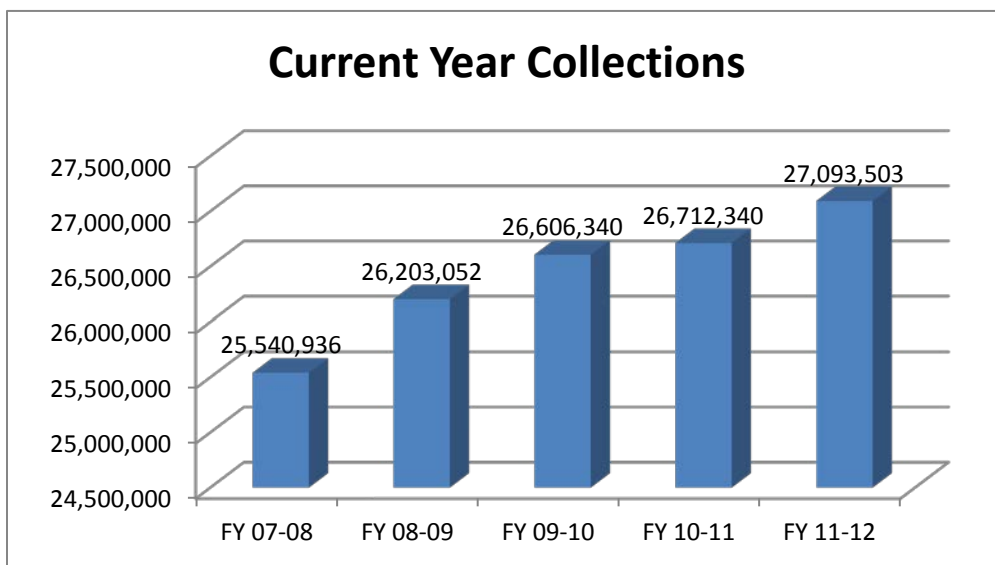
## REVENUE SUMMARY REPORT

*These numbers reflect 58% of Fiscal Year completed.*

	Actual Revenues			Budget FY 12-13	Actual at 1/31/2013	Percent Collected
	FY 09-10	FY 10-11	FY 11-12			
<b>Property Tax</b>	25,171,576	25,444,486	25,585,429	27,360,605	26,058,577	95.2%
<b>Sales and Other Taxes</b>	4,689,810	4,336,034	4,527,831	10,624,590	4,359,856	41.0%
<b>Grants &amp; Other Restricted</b>	676,237	490,746	379,505	1,500,865	300,465	20.0%
<b>Sales and Services</b>	202,481	58,252	57,141	219,465	116,365	53.0%
<b>Planning and Inspections</b>	114,639	111,737	85,346	180,000	158,184	87.9%
<b>Register of Deeds</b>	433,062	386,815	374,351	614,000	377,323	61.5%
<b>Recreation</b>						
Aquatics	29,650	31,824	36,903	71,000	42,196	59.4%
Programs and other revenue	88,018	86,390	89,678	212,200	107,103	50.5%
<b>Project on Aging</b>						
Program and other revenues	249,826	258,547	270,650	453,810	253,920	56.0%
Town of Boone Grant	1,393	-	-	-	-	
<b>Other</b>	980,704	385,115	682,260	1,710,974	654,242	38.2%
<b>General Fund Total:</b>	<b>32,637,396</b>	<b>31,589,946</b>	<b>32,089,094</b>	<b>42,947,509</b>	<b>32,428,231</b>	<b>75.5%</b>
<b>Social Services</b>	2,593,185	2,631,483	2,783,159	5,059,945	2,360,760	46.7%
<b>Solidwaste</b>	3,167,199	3,578,982	3,194,801	4,208,331	3,127,026	74.3%

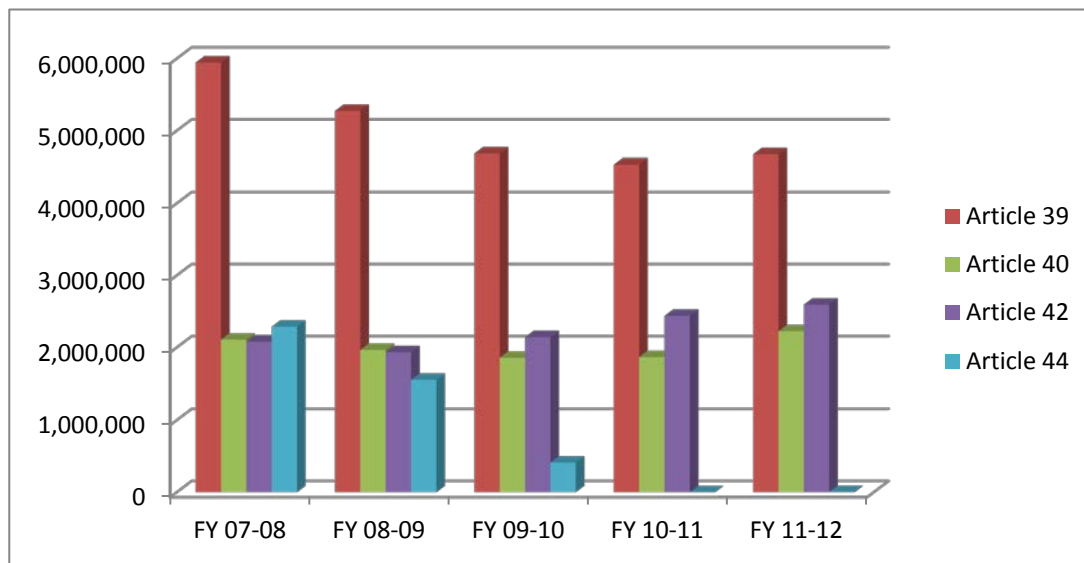
## County Property Tax Revenue Summary

	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12
<b>Current Year Collections</b>	25,540,936	26,203,052	26,606,340	26,712,340	27,093,503
<b>Prior Years Collections</b>	355,489	379,447	657,812	557,711	682,639
<b>Totals</b>	25,896,425	26,582,499	27,264,152	27,270,051	27,776,142



### Sales Tax Revenue Summary

Description	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Article 39	5,945,905	5,275,379	4,684,774	4,536,663	4,674,030
Article 40	2,109,971	1,967,510	1,858,956	1,867,834	2,226,080
Article 42	2,079,702	1,934,607	2,144,574	2,439,125	2,594,877
Article 44	2,288,614	1,551,755	410,408	-15,669	2,947
Totals	12,424,192	10,729,250	9,098,712	8,827,953	9,497,934
Growth	1.58%	-13.64%	-15.20%	-2.98%	7.59%



## Articles of Sales Tax Distribution

*All information regarding the explanation of the Local Sales & Use Tax Distribution can be obtained from G.S. 105-463 through G.S 105-538.*

**Article 39** – Article 39, being distributed by point of sale, is the purest form of the Local S & U Tax. Basically, any sale that occurs in a given county will result in the Article 39 portion returning to that county. Any refund identified as being from a specific county will have the Article 39 portion refunded from that county as well. Beginning with the October 2003 Collections, the Article 39 portion contains the “food tax” as instructed in G.S. 105-469.

**Article 40** – Article 40 is distributed based upon a county's population in relation to the state population total. A portion of the “food tax” is also included in Article 40 and can be separately identified in our Distribution Report. Article 40 is subject to an adjustment factor as identified in G.S. 105-486(b). This section contains the Article 40 portion of any refund.

**Article 42** – Article 42 was previously distributed based upon a county's population in relation to the state population total. Effective with the November 2009 collections distributed in January 2010, Article 42 tax is distributed on a point of sale basis. A portion of the “food tax” is also included in Article 42 and can be separately identified in our Distribution Report. The portion of the “food tax” included in Article 42 is subject to an adjustment factor as identified in G.S. 105-486(b). This section contains the Article 42 portion of any refund.

**Article 44** – Effective with the November 2009 collections distributed in January 2010, Article 44 tax is repealed. However, Article 44 will continue to incur amounts due to late filed returns, audits, and refunds that affect periods prior to October 1, 2009. Negative amounts will occur periodically as refunds are processed by the Department in the future.

**City Hold Harmless** – Counties are required to hold eligible municipalities in each county harmless from the repeal of Article 44. Calculations are made to approximate the amount of Article 44 tax previously received by eligible municipalities. Effective October 1, 2008, the City Hold Harmless portion of the Distribution was calculated to provide eligible municipalities a replacement amount for the 0.25% of Article 44 that was repealed. Effective October 1, 2009, the calculation for the City Hold Harmless portion of the Distribution was changed to provide eligible municipalities a replacement amount for the final 0.25% of Article 44 that was repealed.

## Expenditure Budget to Actual Comparison

*These numbers reflect 58% of the Fiscal Year completed.*

Department or Area	Fiscal Year 2012-13				Fiscal Year 2011-12	
	FY 12-13 Budget	Expended Thru 01/13	% of Budget Expended	Percent of Budget	Expended Thru 01/12	% of Budget Expended
Governing Body	62,897	34,877	55.5%	0.15%	32,441	51.6%
Administration	320,276	167,250	52.2%	0.75%	159,868	51.5%
Finance	356,487	194,730	54.6%	0.83%	218,538	62.2%
Tax	1,488,119	544,752	36.6%	3.46%	792,013	52.5%
Tag Office	158,807	84,281	53.1%	0.37%	87,704	56.2%
Legal	65,500	24,170	36.9%	0.15%	32,594	72.4%
Court Facilities	1,500	656	43.7%	0.00%	918	38.3%
Elections	331,914	245,901	74.1%	0.77%	126,708	45.1%
Register of Deeds	473,060	225,487	47.7%	1.10%	291,877	51.9%
General Administration	1,065,864	567,415	53.2%	2.48%	1,205,046	59.0%
Information Technology	784,440	474,104	60.4%	1.83%	446,417	55.6%
Maintenance	992,013	559,438	56.4%	2.31%	547,439	55.6%
Public Buildings	1,748,246	820,222	46.9%	4.07%	534,211	43.7%
Sheriff	3,232,768	1,711,313	52.9%	7.53%	1,772,390	56.4%
Emergency Services	733,872	382,292	52.1%	1.71%	306,501	56.9%
Jail	1,973,736	1,118,948	56.7%	4.60%	1,161,899	60.0%
Emergency Management	666,653	354,040	53.1%	1.55%	407,250	59.4%
Planning & Inspections	571,528	318,540	55.7%	1.33%	346,956	53.7%
Medical Examiner	25,000	19,300	77.2%	0.06%	6,100	24.4%
Ambulance & Rescue Squads	985,520	589,128	59.8%	2.29%	572,359	59.8%
Animal Control	123,826	66,362	53.6%	0.29%	70,334	35.6%
Transportation	147,325	37,629	25.5%	0.34%	67,532	42.7%
Forestry	53,635	21,943	40.9%	0.12%	3,992	9.9%
Economic Development	48,500	11,528	23.8%	0.11%	27,203	42.2%
Cooperative Extension	254,203	118,055	46.4%	0.59%	119,756	48.2%
Soil Conservation	128,839	68,427	53.1%	0.30%	68,455	53.8%
Public Health	568,183	331,440	58.3%	1.32%	315,657	58.3%
Mental Health	221,194	110,597	50.0%	0.52%	147,926	48.7%
Project on Aging	1,269,088	630,545	49.7%	2.95%	672,532	53.3%
Veteran's Service	109,032	48,697	44.7%	0.25%	66,308	58.8%
Special Appropriations	441,694	263,961	59.8%	1.03%	128,917	93.1%
Watauga Co. Bd of Education	13,277,508	7,491,324	56.4%	30.92%	7,105,274	58.1%
CCC&TI, Watauga Campus	810,980	405,490	50.0%	1.89%	405,490	50.0%
Library	495,000	288,750	58.3%	1.15%	288,750	58.3%
Parks & Recreation	885,532	474,529	53.6%	2.06%	495,427	53.5%
Transfers to Other Funds	8,074,770	4,037,385	50.0%	18.80%	7,093,761	50.0%
<b>General Fund Totals</b>	<b>42,947,509</b>	<b>22,843,506</b>	<b>53.2%</b>		<b>26,126,543</b>	<b>54.1%</b>
<b>Debt Service-Education</b>	6,999,071	900,558	12.9%		1,256,946	16.6%
<b>Debt Service-Other</b>	813,300	381,105	46.9%		534,904	58.0%
<b>Social Services</b>	5,059,945	2,840,519	56.1%		3,256,869	56.7%
<b>Solidwaste</b>	4,208,331	2,122,089	50.4%		2,088,209	51.9%



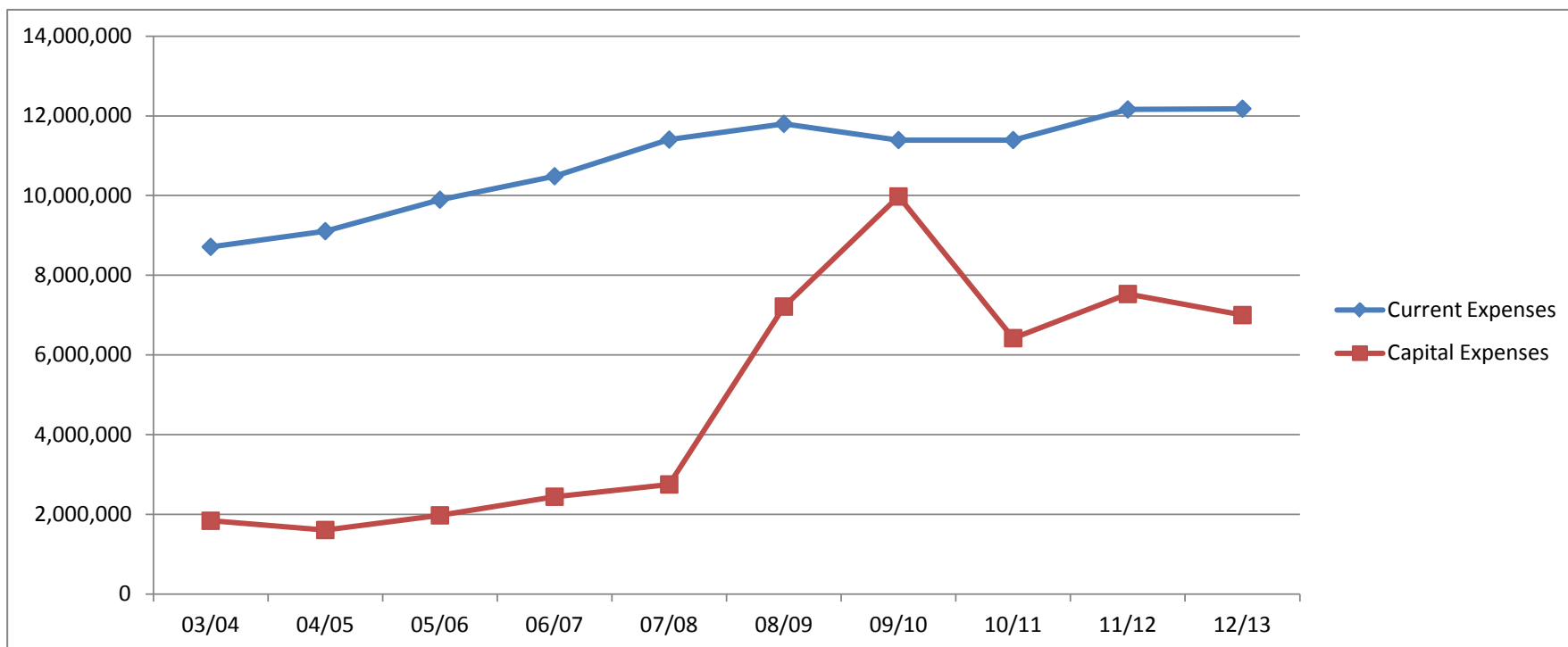
**Ten Year County Funding Summary for Watauga County Schools**

Fiscal Year	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13
<b>Current Expenses</b>										
Current Operating	7,892,000	8,486,600	9,075,796	9,740,344	10,572,168	11,150,085	11,065,679	10,984,774	11,839,645	11,839,645
Current Capital	819,588	619,588	819,588	745,215	832,360	650,404	326,909	407,814	321,574	340,400
<b>Subtotal</b>	<b>8,711,588</b>	<b>9,106,188</b>	<b>9,895,384</b>	<b>10,485,559</b>	<b>11,404,528</b>	<b>11,800,489</b>	<b>11,392,588</b>	<b>11,392,588</b>	<b>12,161,219</b>	<b>12,180,045</b>
<b>Capital Expenses</b>										
Property Tax Set Aside			2,522,858	2,522,858	2,744,700	2,744,700	2,744,700	2,885,739	2,972,470	2,999,160
Additional Projects				40,000	215,400	290,250	3,461,824	50,000	0	0
Debt Service Payments	1,654,800	1,054,900	1,803,089	2,150,401	2,282,937	6,673,028	6,514,178	6,370,571	7,528,099	6,999,071
Capital Projects Fund	182,000	550,000	170,000	250,000	250,000	250,000	0	0	0	0
<b>Subtotal</b>	<b>1,836,800</b>	<b>1,604,900</b>	<b>1,973,089</b>	<b>2,440,401</b>	<b>2,748,337</b>	<b>7,213,278</b>	<b>9,976,002</b>	<b>6,420,571</b>	<b>7,528,099</b>	<b>6,999,071</b>
<b>Total Annual Funding</b>	<b>10,548,388</b>	<b>10,711,088</b>	<b>11,868,473</b>	<b>12,925,960</b>	<b>14,152,865</b>	<b>19,013,767</b>	<b>21,368,590</b>	<b>17,813,159</b>	<b>19,689,318</b>	<b>19,179,116</b>

Average Annual Increase Overall  
for the past ten years = 6.80%

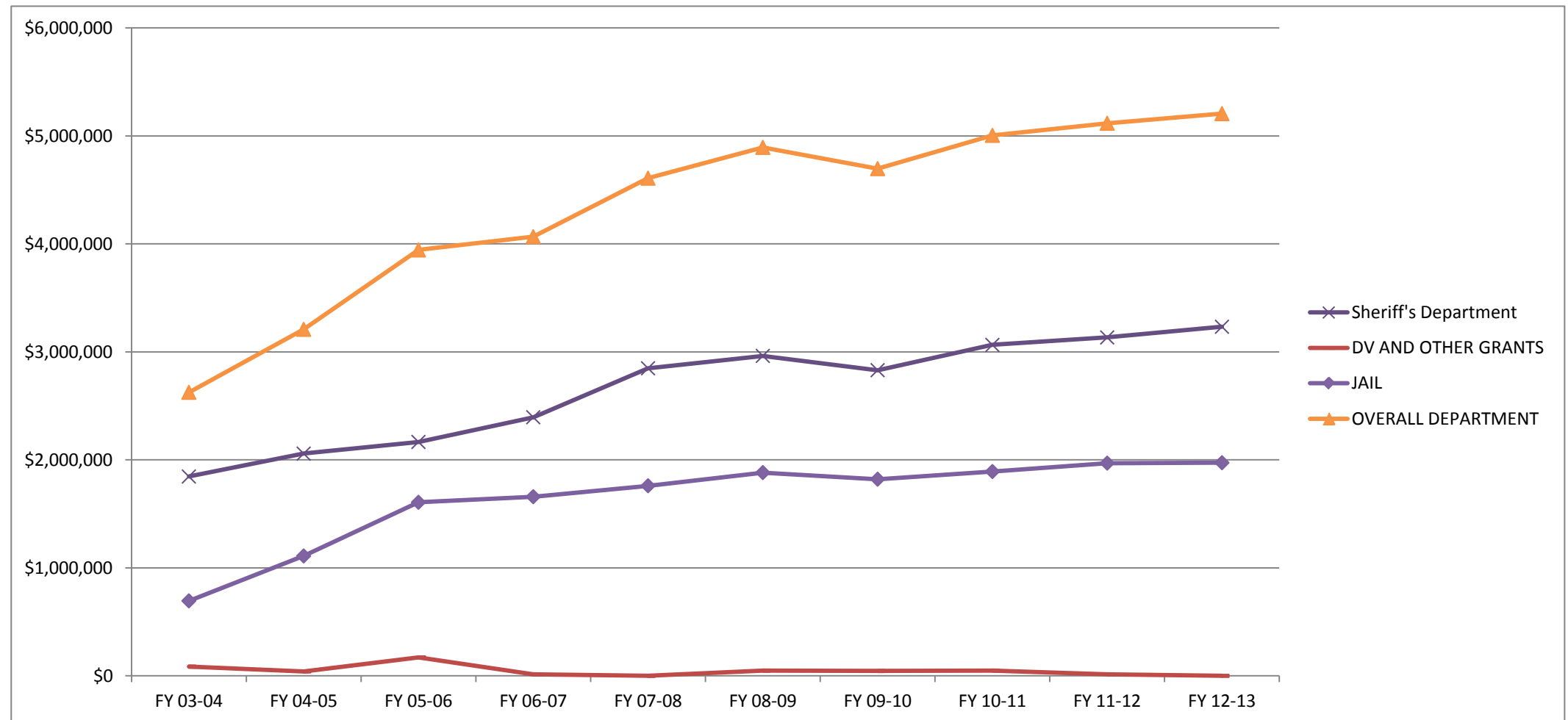
Average Annual Increase in Current Expenses  
for the past ten years = 4.00%

**Dollar increase for the past 10 years \$8,630,728**

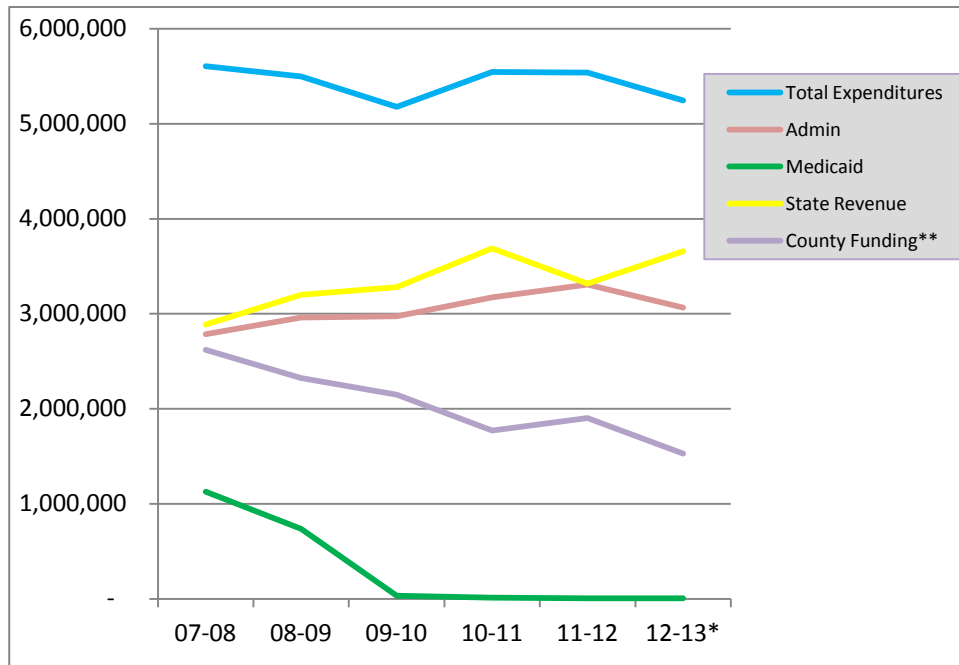


## WATAUGA SHERIFF'S DEPARTMENT 10 YEAR BUDGET REVIEW

	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13
<b>SHERIFF'S DEPARTMENT</b>	\$1,846,058	\$2,058,070	\$2,166,146	\$2,395,049	\$2,848,473	\$2,963,220	\$2,830,849	\$3,064,775	\$3,133,781	\$3,232,768
<b>DOMESTIC VIOLENCE AND OTHER GRANTS</b>	\$85,347	\$40,756	\$170,977	\$13,333	\$0	\$48,486	\$45,126	\$48,585	\$13,827	\$0
<b>JAIL</b>	\$694,513	\$1,110,411	\$1,607,336	\$1,659,110	\$1,760,455	\$1,882,588	\$1,821,275	\$1,892,169	\$1,970,000	\$1,973,736
<b>TOTALS - SHERIFF'S DEPARTMENT SUMMARY</b>	<b>\$2,625,918</b>	<b>\$3,209,237</b>	<b>\$3,944,459</b>	<b>\$4,067,492</b>	<b>\$4,608,928</b>	<b>\$4,894,294</b>	<b>\$4,697,250</b>	<b>\$5,005,529</b>	<b>\$5,117,608</b>	<b>\$5,206,504</b>
<b>INCREASE/(DECREASE) :</b>	<b>\$320,403</b>	<b>\$583,319</b>	<b>\$735,222</b>	<b>\$123,033</b>	<b>\$541,436</b>	<b>\$285,366</b>	<b>(\$197,044)</b>	<b>\$308,279</b>	<b>\$112,079</b>	<b>\$88,896</b>
<b># OF NEW POSITIONS FUNDED BY COUNTY</b>	<b>1</b>	<b>18</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>



### Social Services Funding



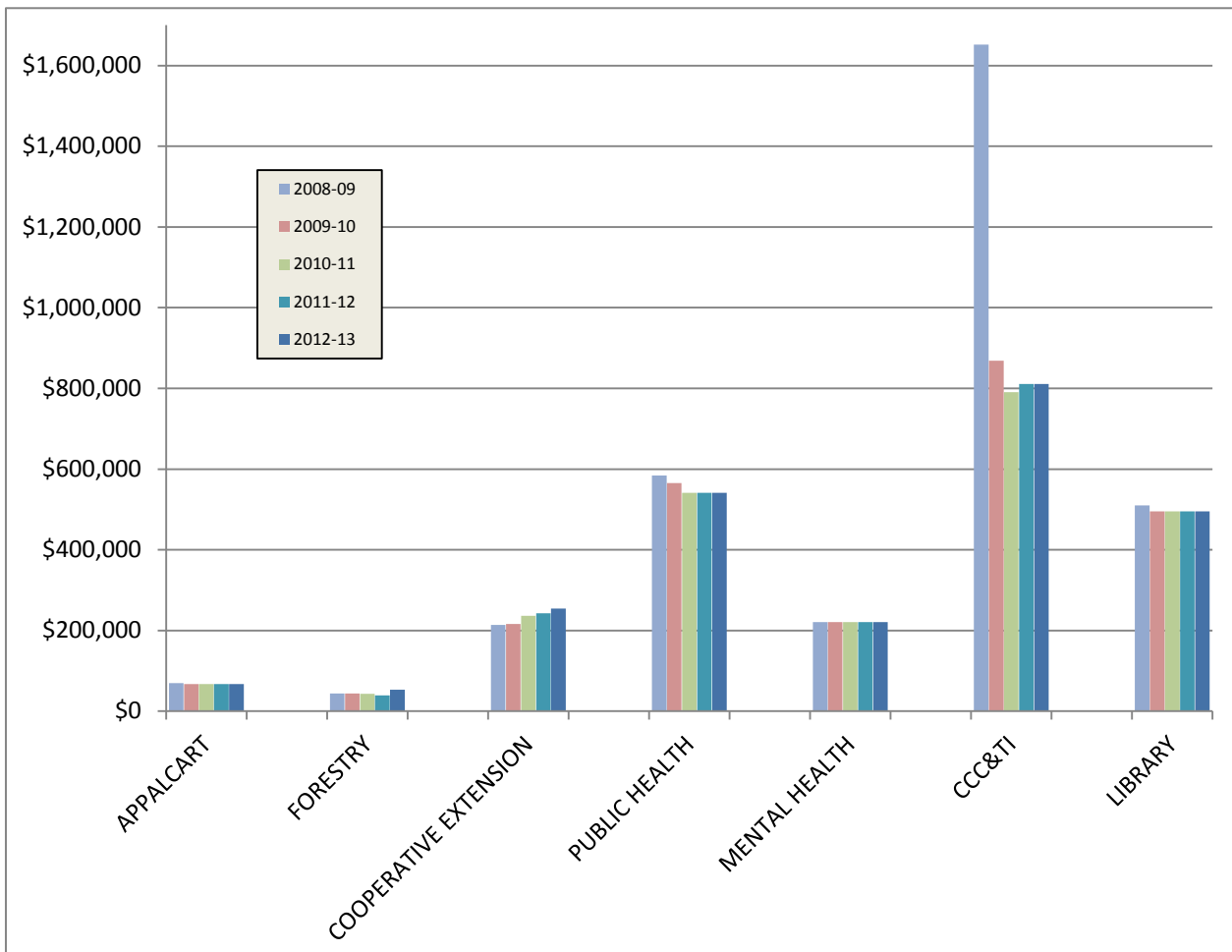
Fiscal Year	Total Expenditures	Administrative Expenditures	Medicaid Expenditures	State Revenue	County Funding**	% of Change in Co. Funding
07-08	5,605,482	2,786,106	1,128,859	2,886,107	2,620,733	-7.62%
08-09	5,497,455	2,959,575	736,580	3,201,444	2,324,477	-11.30%
09-10	5,179,207	2,974,068	31,459	3,282,593	2,149,048	-7.55%
10-11	5,544,857	3,174,041	11,782	3,688,776	1,770,992	-17.59%
11-12	5,538,005	3,309,593	3,933	3,316,659	1,902,794	7.44%
12-13*	5,244,600	3,065,751	5,100	3,658,446	1,527,857	-19.70%

\*Budget figures.

\*\*County Funding includes building and debt service costs.

## Agency Funding Summary

AGENCY	ACTUAL EXPENDITURES 2008-09	ACTUAL EXPENDITURES 2009-10	ACTUAL EXPENDITURES 2010-11	ACTUAL EXPENDITURES 2011-12	BUDGETED EXPENDITURES 2012-13
<b>APPALCART</b>	\$69,582	\$67,495	\$67,495	\$67,495	\$67,495
<b>FORESTRY</b>	\$43,843	\$43,933	\$42,942	\$39,295	\$53,635
<b>COOPERATIVE EXTENSION</b>	\$213,905	\$216,590	\$236,811	\$243,068	\$254,203
<b>PUBLIC HEALTH</b>	\$584,413	\$565,127	\$541,127	\$541,127	\$541,127
<b>MENTAL HEALTH</b>	\$221,194	\$221,194	\$221,194	\$221,194	\$221,194
<b>CCC&amp;TI</b>	\$1,651,484	\$868,850	\$790,851	\$810,980	\$810,980
<b>LIBRARY</b>	\$510,310	\$495,000	\$495,000	\$495,000	\$495,000
<b>TOTALS</b>	<b>\$3,294,731</b>	<b>\$2,478,189</b>	<b>\$2,395,420</b>	<b>\$2,418,159</b>	<b>\$2,443,634</b>



**Debt Service Summary**

Fiscal Year		1992 School Bond Debt DTC	2012 School refinance	New WHS \$10M BB&T	QSCB SCHOOL BB&T	Jail/ Sheriff RBC	Tweetsie/ Land WACHOVIA	TOTAL GF Debt Service	Baler/Tran. Station DTC	Trash Truck BB&T	Total S/W Debt Service	Total Debt Service
		BONDS	LOBs	1.81%	0% EFF	3.24%	5.942%		BONDS	1.98%		
<b>\$0.0341 property tax estimated for debt service on 2008 high school=\$2,999,160</b>												
2012-13	Principal	\$1,163,339	\$0	\$3,600,000	\$129,028	\$333,333	\$260,000	\$5,485,700	\$51,661	\$68,589	\$120,250	
	Interest	\$136,708	\$1,802,571	\$167,425	\$0	\$71,550	\$90,764	\$2,269,018	\$5,992	\$1,020	\$7,012	
	<b>Total</b>	<b>\$1,300,047</b>	<b>\$1,802,571</b>	<b>\$3,767,425</b>	<b>\$129,028</b>	<b>\$404,883</b>	<b>\$350,764</b>	<b>\$7,754,718</b>	<b>\$57,653</b>	<b>\$69,610</b>	<b>\$127,263</b>	<b>\$7,881,981</b>
2013-14	Principal	\$1,149,415	\$0	\$3,535,000	\$129,028	\$333,333	\$260,000	\$5,406,776	\$50,585		\$50,585	
	Interest	\$88,998	\$1,948,725	\$115,840	\$0	\$60,750	\$75,315	\$2,289,628	\$3,797		\$3,797	
	<b>Total</b>	<b>\$1,238,414</b>	<b>\$1,948,725</b>	<b>\$3,650,840</b>	<b>\$129,028</b>	<b>\$394,083</b>	<b>\$335,315</b>	<b>\$7,696,405</b>	<b>\$54,381</b>		<b>\$54,381</b>	<b>\$7,750,786</b>
2014-15	Principal	\$1,116,254	\$595,000	\$2,865,000	\$129,028	\$333,333	\$260,000	\$5,298,615	\$38,746		\$38,746	
	Interest	\$41,478	\$1,948,725	\$51,857	\$0	\$49,950	\$59,866	\$2,151,876	\$1,647		\$1,647	
	<b>Total</b>	<b>\$1,157,733</b>	<b>\$2,543,725</b>	<b>\$2,916,857</b>	<b>\$129,028</b>	<b>\$383,283</b>	<b>\$319,866</b>	<b>\$7,450,491</b>	<b>\$40,392</b>		<b>\$40,392</b>	<b>\$7,490,884</b>
2015-16	Principal		\$3,395,000		\$129,028	\$333,333	\$260,000	\$4,117,361			\$0	
	Interest		\$1,930,875		\$0	\$39,150	\$44,416	\$2,014,441			\$0	
	<b>Total</b>		<b>\$5,325,875</b>		<b>\$129,028</b>	<b>\$372,483</b>	<b>\$304,416</b>	<b>\$6,131,802</b>			<b>\$0</b>	<b>\$6,131,802</b>
2016-17	Principal		\$3,360,000		\$129,028	\$333,333	\$260,000	\$4,082,361				
	Interest		\$1,829,025		\$0	\$28,350	\$28,967	\$1,886,342				
	<b>Total</b>		<b>\$5,189,025</b>		<b>\$129,028</b>	<b>\$361,683</b>	<b>\$288,967</b>	<b>\$5,968,703</b>				<b>\$5,968,703</b>
2017-18	Principal		\$3,355,000		\$129,028	\$333,333	\$260,000	\$4,077,361				
	Interest		\$1,694,625		\$0	\$17,550	\$13,518	\$1,725,693				
	<b>Total</b>		<b>\$5,049,625</b>		<b>\$129,028</b>	<b>\$350,883</b>	<b>\$273,518</b>	<b>\$5,803,054</b>				<b>\$5,803,054</b>
2018-19	Principal		\$3,355,000		\$129,028	\$333,333	\$65,000	\$3,882,361				
	Interest		\$1,560,425		\$0	\$6,750	\$966	\$1,568,140				
	<b>Total</b>		<b>\$4,915,425</b>		<b>\$129,028</b>	<b>\$340,083</b>	<b>\$65,966</b>	<b>\$5,450,501</b>				<b>\$5,450,501</b>
2019-20	Principal		\$3,350,000		\$129,022			\$3,479,022				
	Interest		\$1,426,225		\$0			\$1,426,225				
	<b>Total</b>		<b>\$4,776,225</b>		<b>\$129,022</b>			<b>\$4,905,247</b>				<b>\$4,905,247</b>
2020-21	Principal		\$3,370,000					\$3,370,000				
	Interest		\$1,268,375					\$1,268,375				
	<b>Total</b>		<b>\$4,638,375</b>					<b>\$4,638,375</b>				<b>\$4,638,375</b>

**Debt Service Summary**

Fiscal Year		1992 School Bond Debt DTC	2012 School refinance	New WHS \$10M BB&T	QSCB SCHOOL BB&T	Jail/ Sheriff RBC	Tweetsie/ Land WACHOVIA	TOTAL GF Debt Service	Baler/Tran. Station DTC	Trash Truck BB&T	Total S/W Debt Service	Total Debt Service
		BONDS	LOBs	1.81%	0% EFF	3.24%	5.942%		BONDS	1.98%		
2021-22	Principal		\$3,385,000					\$3,385,000				
	Interest		\$1,116,725					\$1,116,725				
Total			\$4,501,725					\$4,501,725				\$4,501,725
2022-23	Principal		\$3,420,000					\$3,420,000				
	Interest		\$947,475					\$947,475				
Total			\$4,367,475					\$4,367,475				\$4,367,475
2023-24	Principal		\$3,455,000					\$3,455,000				
	Interest		\$776,475					\$776,475				
			\$4,231,475					\$4,231,475				\$4,231,475
2024-25	Principal		\$3,490,000					\$3,490,000				
	Interest		\$603,725					\$603,725				
			\$4,093,725					\$4,093,725				\$4,093,725
2025-26	Principal		\$3,465,000					\$3,465,000				
	Interest		\$490,300					\$490,300				
			\$3,955,300					\$3,955,300				\$3,955,300
2026-27	Principal		\$3,505,000					\$3,505,000				
	Interest		\$317,050					\$317,050				
			\$3,822,050					\$3,822,050				\$3,822,050
2027-28	Principal		\$3,545,000					\$3,545,000				
	Interest		\$141,800					\$141,800				
			\$3,686,800					\$3,686,800				\$3,686,800
											<b>FY 12/13 thru 27/28</b>	<b>\$84,679,883</b>

Principal	\$3,429,009	\$45,045,000	\$10,000,000	\$1,032,218	\$2,333,331	\$1,625,000	\$63,464,558	\$140,991	\$68,589	\$209,581
Interest	\$267,185	\$19,803,121	\$335,122	\$0	\$274,050	\$313,812	\$20,993,289	\$11,435	\$1,020	\$12,456

**Watauga County, North Carolina**  
**Review of Debt Service Prepayment Options for All Debt that is Callable**

**Overview:**

- The County is estimating receipt of approximately \$15 million in cash resulting from the sale of the old high school. Timing of sale would be sometime in Spring-2013
- The County is evaluating the benefit of using this cash to pay down some of its outstanding debt versus holding the cash in reserves to fund future capital needs of approximately \$14.6 million over the next 3-5 years

**Summary of Loans with Prepayment Option and Estimated Savings**

<b>Loan</b>	<b>Amount Outstanding (as of 6/30/2013)</b>	<b>Current Interest Rate</b>	<b>Final Maturity</b>	<b>Cost of Cash Defeasance</b>	<b>Estimated Savings (net of Investment Earnings(1))</b>
BB&T – 2012B IP	\$6,400,000	1.81%	6/1/2015	\$6,400,000	\$121,000
Wells Fargo- 2008 IP (Tweetsie)	\$1,365,000	5.942%	08/1/2018	\$1,247,350 (11/1/13)	\$139,000
PNC-2004 IP	\$2,000,000	3.24%	5/1/2019	\$2,011,250	\$127,246
GO, Series 1993	\$375,000	4.70%	6/1/2014	\$376,875	\$15,740

(1) Assumes investment earnings of approximately 0.50%; Savings do not include any attorney or professional fees that may be involved.

### Observations and Considerations of Prepayment

1. **BB&T- 2012 IP:** This loan has a very low interest rate of 1.81% and only goes out to June 1, 2015. If the County were to borrow in the current market, estimated rates are approximately 2.00%-2.50% for a 15 year loan.
  - Estimated savings of approximately \$121,000 or 1.90% of bonds (typically minimum savings threshold for refinancing or cash defeasance is minimum of 3% or higher)
  - Short term benefit only through June 1, 2015; County's debt service increases after 2015 as this was structured along with 2012A Limited Obligation Bond that cannot be called until June 1, 2022
  - Cash defeasance may limit the County's future flexibility with respect to funding capital projects, particularly if in a higher interest rate environment
  
2. **Wells Fargo-2008 IP:** Relatively high taxable rate of 5.942% and matures August 1, 2018; Callable on November 1, 2013 @ 101%
  - Estimated savings of approximate \$139,000 or 11.25% of defeased debt
  - Healthy savings on a percentage basis, but benefit would ultimately accrue to Developer and not County
  
3. **PNC-2004 IP:** Interest rate of 3.24% with a final maturity of May 1, 2019. The loan is callable anytime, but with prepayment penalty.
  - As of November 15, 2012, prepayment penalty is estimated at \$11,250
  - Estimated savings is approximately \$127,000 or 6.35% of refunded bonds
  
4. **GO, Series 1993** – With only one year remaining, achievable savings are minimal



## FY 2013-14 BUDGET SCHEDULE

### **January 2013**

Capital Improvement Plan packets to department heads.

### **Early February 2013**

Capital Improvement Program requests returned to County Manager.

### **Early February 2013**

Requests for funding sent to outside agencies.

### **Late February 2013**

Board of Commissioners Retreat with staff. There are typically two sessions with some presentations.

### **Early March 2013**

Department head staff meeting - budget information packets disbursed.

### **April 2013**

Staff review of expenditure requests and revenue estimates with departments and other agencies. Individual agency and department meetings held during April with budget staff.

### **May 7, 2013**

Staff submits recommended budget to Board of Commissioners for review prior to work sessions.

### **Second week of May 2013**

Budget work sessions for staff and Board of Commissioners. There are typically two sessions with some presentations.

### **May 21, 2013 tentatively**

Public hearing on County Manager's proposed budget.

### **June 4, 2013 or June 18, 2013 tentatively**

Budget adoption.



## 2012/2013 Capital Projects

<u>FISCAL</u> <u>YEAR</u>	<u>PROJECT</u>	<u>PROJECTED</u> <u>CONSTRUCTION COST</u>
2012/2013	<b>Cove Creek (June 2013)</b>	
	• Metal Roof	<b>880,000.00</b>
	<b>Hardin Park (Complete)</b>	
	• Replace Flat Roof (Center Building)	<b>85,000.00</b>
	<b>Parkway (Complete)</b>	
	• Flat Roof (Middle School Wing)	<b>52,000.00</b>
	<b>Valle Crucis (Complete)</b>	
	• Renovate and dry in the basement	<b>35,000.00</b>
<b>TOTAL 2012/2013</b>		<b>1,052,000.00</b>

WATAUGA  
COUNTY SCHOOLS  
CAPITAL  
IMPROVEMENT  
PLAN (2013-2023)

# WATAUGA COUNTY SCHOOLS CAPITAL IMPROVEMENT PLAN 2013 – 2023

The information contained in this booklet outlines the long range plan for the Watauga County School System's facilities capital improvement requirements for the period of 2013 to 2023. The cost estimates were determined by using North Carolina Department of Instruction facilities cost data, actual local estimates, or other generally accepted facilities cost metrics. The cost estimates contained in this booklet are for long range budget planning and do not reflect any yearly increases due to cost increases in labor or materials. The Watauga County School System consists of eight elementary school campuses, one high school campus, a central administrative office, a maintenance department and a transportation department. The system has over 900,000 square feet of building space and approximately 260 acres of land.

Watauga County School System is conducting an architectural review of the elementary schools this year in an effort to update the capital improvement plan. The service of David R. Jones Architecture has been obtained to provide the following:

- Provide a written study that will survey and document site facility conditions/constraints, interior and exterior elements of the existing structures to help determine if renovation of the existing school is feasible, practical and whether it can meet the proposed educational needs. The study of the existing facilities shall include the following:
  1. To determine the general condition of the visible elements of the buildings (both interior and exterior such as windows, floors, wall and ceiling finishes, roofing, flashing, hardware, toilet fixtures, HVAC, plumbing, electrical, etc.)
  2. To determine the buildings' adaptability to current building code requirements for health, safety and welfare issues.
  3. To determine if the spaces required by the current NC Public School Facility Guidelines can be provided in the existing facility on the existing site.
  4. The scope of work shall also include gathering information/data, compiling drawings and floor plans, documenting observations, photos, code search, written report, and printing/binding/distribution of report.
  5. The study shall look at the Watauga County Schools Long Range Facility Plan 2012 – 2022 and evaluate it along with the study observations and conclusions.
  6. Provide Space Profiles for upgrading and replacing each existing school.

Watauga County School System will review Mr. Jones' report and use this as the baseline document to establish a new Capital Improvement Plan for the years 2014-2024.

**WATAUGA COUNTY SCHOOLS  
CAPITAL IMPROVEMENT PLAN  
2013 – 2023**

<u>FISCAL YEAR</u>	<u>PROJECT</u>	<u>PROJECTED CONSTRUCTION COST</u>
<b>2013/2014</b>	<b>Valle Crucis</b>	
	• Renovate Crawl Space	<b>201,000.00</b>
	<b>All Schools</b>	
	• Install camera and buzzer system to main entrance of each school.	<b>68,000.00</b>
	• Install Card Reader locks on three entrances per school.	<b>21,700.00</b>
	<b>Mabel and Cove Creek</b>	
	• Install energy efficient T-8 fluorescent bulbs throughout the schools. Current bulbs (T-12s) are being phased out starting in 2016.	<b>30,000.00</b>
	<b>Blowing Rock</b>	
	• Install new drop ceiling in two classrooms to provide better acoustics and appearance.	<b>10,000.00</b>
	• Renovate existing entrance to enhance security	<b>10,000.00</b>
<b>TOTAL 2013/2014</b>		<b>340,700.00</b>
<b>2014/2015</b>	<b>Green Valley School</b>	
	• Upgrade electrical service	<b>60,300.00</b>
	<b>Mabel School</b>	
	• Upgrade electrical service	<b>45,200.00</b>
	• Install new above ground fuel tank	<b>67,000.00</b>
	<b>Bethel School</b>	
	• Upgrade electrical service & lighting	<b>59,850.00</b>
<b>Blowing Rock School</b>		
• Upgrade electrical service	<b>75,400.00</b>	

<u>FISCAL</u> <u>YEAR</u>	<u>PROJECT</u>	<u>PROJECTED</u> <u>CONSTRUCTION COST</u>
<b>2014/2015</b>	<b>Hardin Park School</b>	
	• Replace of air handler units (main bldg.)	<b>298,500.00</b>
	• Upgrade electrical service & lighting	<b>342,000.00</b>
	• Replace boiler in center	<b>33,500.00</b>
	<b>Valle Crucis School</b>	
	• Upgrade electrical service	<b>60,300.00</b>
	<b>Parkway School</b>	
	• Upgrade electrical service	<b>75,300.00</b>
	• Replace single ply roofing (flat roof)	<b>580,000.00</b>
	<b>TOTAL 2014/2015</b>	<b>1,699,350.00</b>
<b>2015/2016</b>	<b>Cove Creek School</b>	
	• Resurface bus parking area	<b>63,000.00</b>
	• Upgrade electrical service	<b>60,300.00</b>
	<b>Hardin Park School</b>	
☀ Install air conditioning throughout campus	<b>1,593,750.00</b>	
<b>TOTAL 2015/2016</b>	<b>1,717,050.00</b>	
<b>2016/2017</b>	<b>Bethel School</b>	
	• Replace rotted floor timbers in area with crawl space & remodel 2 classrooms in basement of rock bldg.	<b>303,400.00</b>
	<b>Blowing Rock School</b>	
	• Resurface front parking area	<b>60,000.00</b>
	• Renovate science lab	<b>45,600.00</b>
	• Renovate bathrooms on 3/5 hallway	<b>57,000.00</b>
	<b>Maintenance Building</b>	
	• Resurface parking lot	<b>70,000.00</b>
	<b>Transportation</b>	
	• Resurface parking lot	<b>70,000.00</b>
<b>Central Office</b>		
• Increase parking area	<b>95,000.00</b>	

<u>FISCAL</u> <u>YEAR</u>	<u>PROJECT</u>	<u>PROJECTED</u> <u>CONSTRUCTION COST</u>
	<b>Parkway School</b>	
	☼ Install air conditioning throughout campus	1,093,750.00
<b>TOTAL 2016/2017</b>		<b>1,794,750.00</b>
<b>2017/2018</b>		
	<b>Valle Crucis</b>	
	• Replace single ply roofing (flat roof)	202,500.00
	<b>Green Valley School</b>	
	☼ Install air conditioning throughout campus	813,750.00
	<b>Valle Crucis School</b>	
	☼ Install air conditioning throughout campus	808,000.00
<b>TOTAL 2017/2018</b>		<b>1,824,250.00</b>
<b>2018/2019</b>		
	<b>Central Office</b>	
	• Upgrade electrical service	4,200.00
	<b>Mabel School</b>	
	• Resurface parking lot	74,100.00
	<b>Blowing Rock School</b>	
	☼ Install air conditioning throughout campus	881,000.00
	<b>Cove Creek School</b>	
	☼ Install air conditioning throughout campus	798,750.00
<b>TOTAL 2018/2019</b>		<b>1,758,050.00</b>
<b>2019/2020</b>		
	<b>Central Office</b>	
	• Additional office space	325,000.00
	<b>Bethel School</b>	
	☼ Install air conditioning throughout campus	600,000.00
	<b>Mabel School</b>	
	☼ Install air conditioning throughout campus	596,250.00

<u>FISCAL</u> <u>YEAR</u>	<u>PROJECT</u>	<u>PROJECTED</u> <u>CONSTRUCTION COST</u>
<b>2019/2020</b>	<b>Central Office</b>	
	☀ Replace heating and cooling system	<b>65,000.00</b>
<b>TOTAL 2019/2020</b>		<b>1,586,250.00</b>
<b>2020/2021</b>	<b>Valle Crucis School</b>	
	● Furnishings for 4 classroom bldg	<b>108,400.00</b>
	● Construct a new 4 classroom bldg.	<b>1,132,500.00</b>
	● Demolish 4 classroom bldg. that floods	<b>57,600.00</b>
<b>TOTAL 2020/2021</b>		<b>1,298,500.00</b>
<b>2021/2022</b>	<b>Bethel School</b>	
	● Install new roof (shingles and single ply flat roof)	<b>205,200.00</b>
	● Waste water treatment plant	<b>285,000.00</b>
	<b>Central Office</b>	
	● Install new single ply roof	<b>94,400.00</b>
	● Resurface parking lot & drive	<b>85,400.00</b>
	<b>Maintenance</b>	
	● Install new single ply roof	<b>112,600.00</b>
<b>TOTAL 2021/2022</b>		<b>782,600.00</b>
<b>2022/2023</b>	<b>Bethel School</b>	
	● Replace entrance doors	<b>30,000.00</b>
	● Card reader lock for front entrance doors	<b>6,840.00</b>
	● Resurface parking lot	<b>102,600.00</b>
	● Install boiler in main building	<b>51,300.00</b>
	<b>Blowing Rock School</b>	
	● Replace entrance doors	<b>30,000.00</b>
	● Card reader lock for front entrance doors	<b>6,840.00</b>
	<b>Cove Creek School</b>	
	● Replace entrance doors	<b>30,000.00</b>
	● Card reader lock for front entrance doors	<b>6,840.00</b>
	<b>Green Valley School</b>	
	● Replace entrance doors	<b>30,000.00</b>
	● Card reader lock for front entrance doors	<b>6,840.00</b>



<u>FISCAL</u> <u>YEAR</u>	<u>PROJECT</u>	<u>PROJECTED</u> <u>CONSTRUCTION COST</u>
<b>2022/2023</b>	<ul style="list-style-type: none"> <li>Resurface bus parking lot</li> </ul>	<b>102,600.00</b>
	<b>Hardin Park School</b>	
	<ul style="list-style-type: none"> <li>Replace entrance doors</li> <li>Card reader lock for front entrance doors</li> <li>Resurface parking lots front &amp; rear</li> </ul>	<b>45,200.00</b> <b>6,840.00</b> <b>256,500.00</b>
	<b>Mabel School</b>	
	<ul style="list-style-type: none"> <li>Replace entrance doors</li> <li>Card reader lock for front entrance doors</li> <li>Replace both boilers</li> </ul>	<b>30,000.00</b> <b>6,840.00</b> <b>102,600.00</b>
	<b>Parkway School</b>	
	<ul style="list-style-type: none"> <li>Replace entrance doors</li> <li>Card reader lock for front entrance doors</li> </ul>	<b>30,000.00</b> <b>6,840.00</b>
	<b>Valle Crucis School</b>	
	<ul style="list-style-type: none"> <li>Replace entrance doors</li> <li>Card reader lock for front entrance doors</li> </ul>	<b>30,000.00</b> <b>6,840.00</b>
<b>TOTAL 2022/2023</b>		<b>925,520.00</b>
<b>2023/2024</b>	<b>Blowing Rock School</b>	
	<ul style="list-style-type: none"> <li>Replace small boiler</li> </ul>	<b>33,500.00</b>
	<b>Cove Creek School</b>	
	<ul style="list-style-type: none"> <li>Replace both boilers</li> <li>Replace waste water treatment plant</li> </ul>	<b>102,600.00</b> <b>305,000.00</b>
	<b>Mabel School</b>	
	<ul style="list-style-type: none"> <li>Replace waste water treatment plant</li> </ul>	<b>305,000.00</b>
<b>TOTAL 2023/2024</b>		<b>746,100.00</b>
<b>CAPITAL IMPROVEMENT 2013/2023</b>		<b>14,473,120.00</b>

Revised: 6 February 2013

**WATAUGA COUNTY SCHOOLS**

**2013-14 BUDGET REQUEST**

SCHOOL/DEPT: Maintenance Department

CURRENT EXPENSE

NAME: Dennis W. Ray

CAPITAL OUTLAY

BUDGETED AMOUNT 2012-13	REQUESTED AMOUNT 2013-14	DESCRIPTION	GOALS TO BE ACCOMPLISHED
35,000.00	201,000.00	VC CRAWL SPACE	Replace structural timbers and support beams. This must be done this summer (2013) prior to school reopening
	68,000.00	CAMERA AND BUZZER SYSTEM TO THE MAIN ENTRANCE ALL SCHOOLS	Gain access control at the entrance to the school.
	25,000.00	BACK UP GENERATOR	Back up power source in support of the internet, phones (technology) and the freezer and cooler (food service)
56,000.00	58,000.00	REPLACEMENT TRUCKS	Replace dump truck (1 ton) and 1 service truck used for snow plowing and other service calls (David Cook)
	20,000.00	REPLACEMENT LAWNMOWERS	Current commercial grade lawnmowers are at the end of service life.
	21,700.00	CARD READER LOCKS FOR THE ELEMENTARY SCHOOLS	Switch from current key lock system to a card reader system in the elementary schools. Safe Schools
10,000.00	10,000.00	COPIER PURCHASE	Replace copiers that have exceeded service life. (Contract Copiers??)
	30,000.00	T-8 LIGHTING	Replace current T-12 lights with energy efficient T-8 lights at Mabel and Cove Creek.
8,000.00	8,000.00	MAINTENANCE EQUIPMENT	Replace worn and damaged tools and equipment for the maintenance department.
38,400.00	60,000.00	CARPET AND TILE	Routine carpet and tile replacement in the schools
10,000.00	10,000.00	BR - DROP CEILING	Install new drop ceiling to provide better acoustics and appearance. Also install T-8 lighting
	10,000.00	BR - SECURITY WALL	Increase school safety limiting visitor access
	10,000.00	BR - REKEY OUTSIDE LOCKS	Key control lost, too many non WCS employees have keys to the building
880,000.00		CC ROOF	No roof projects this FY
63,750.00		HP ROOF	No roof projects this FY
39,000.00		PARKWAY ROOF	No roof projects this FY
<b>1,140,150.00</b>	<b>531,700.00</b>	<b>TOTALS</b>	

**\*ITEMS SHOULD BE LISTED IN PRIORITY ORDER**

PLEASE RETURN REQUESTS TO LY MARZE BY TUESDAY, JANUARY 15, 2013.

Software / Services		Time Frame	Cost	Hardware Device	Cost	Total for Phase
<b>Phase I</b>	<b>AD Core Remediation</b>	2 weeks	\$12,000.00	3 New DCs (WCHS, Bethel, Hardin Park)	\$11,000.00	\$41,000.00
	Fix AD issues, SCOM spun up to monitor AD, DNS, DHCP, DPM for AD backups					
	<b>AD 2008 R2 to AD 2012 Upgrade</b>	1 week	\$6,000.00			
	Upgrade to AD 2012 and enable new features					
	<b>SCOM 2012 DPM 2012 full rollout</b>	2 weeks	\$12,000.00			
	Roll out SCOM to all WCS servers, tune alerts, train on use					

<b>Phase II</b>	<b>Updates to Data Center</b>			2 42U Enclosed racks with blanking panels, colored cables, battery backups, 10Gb Juniper switches \$71k and a 10 Gb 3ft cables	\$80,000.00	\$80,000.00
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<b>Phase III A</b>	<b>ESX to Hyper V Private Cloud conversion</b>	8 weeks	\$48,000.00	3 R620s 2 PS6110XV 15k SANS 6TB total with replication	\$33,000.00	\$180,000.00
	Stand up, document, migrate VMs to Hyper V, create VM imaging solution, setup monitoring Stand up document VMM for managing the Private Cloud				\$75,000.00	
<b>B</b>	<b>SCCM 12 Migration and Image refresh</b>	4 weeks	\$24,000.00			
	Stand up, document SCCM, create new Gold Image and patching process, possibly add DP to the cloud					

<b>Phase IV</b>	<b>System Center Additional Product Deployment</b>	4 weeks	\$24,000.00			\$24,000.00
	SC Service Manager for ticketing, self-service password resets					
	SC Orchestrator for interconnecting all the System Center products, unifying scheduled tasks, introducing Private Cloud and process automation					

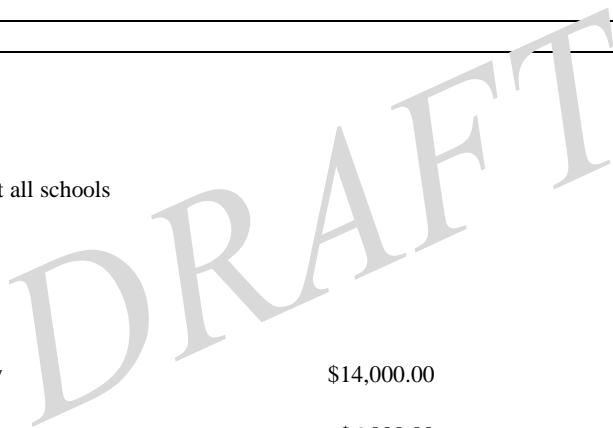
<b>Totals</b>			\$96,000.00		\$188,000.00	
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<b>Grand total</b>					\$284,000.00	\$284,000.00
					<b>add 41k to include Phase 1</b>	<b>\$325,000.00</b>

Additional 1 to 1 needs

100 Cisco Access points for density at all schools		\$71,000.00	\$355,000.00
Cabling for network		\$10,000.00	\$365,000.00
PCs		\$8,000.00	\$373,000.00
Dell servers currently out of Warranty	\$14,000.00		\$387,000.00
FileWave for 300 devices	\$6,000.00		\$393,000.00

\$116,000.00	\$277,000.00	\$393,000.00
Software and Consulting	Hardware	24





FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# Watauga County YMCA

Friday, February 22nd, 2013

Presentation By:

Bob Conklin

President/CEO

YMCA OF CATAWBA VALLEY



Hernandez Family

## The Y Mission

To put Christian principles into practice through programs that build healthy spirit, mind, and body for all.





# CARING HONESTY RESPECT RESPONSIBILITY

# VALUES



## **CARING**

Show a sincere concern for others

## **HONESTY**

Be truthful in what you say and do

## **RESPECT**

Follow the golden rule

## **RESPONSIBILITY**

Be accountable for your promises and actions



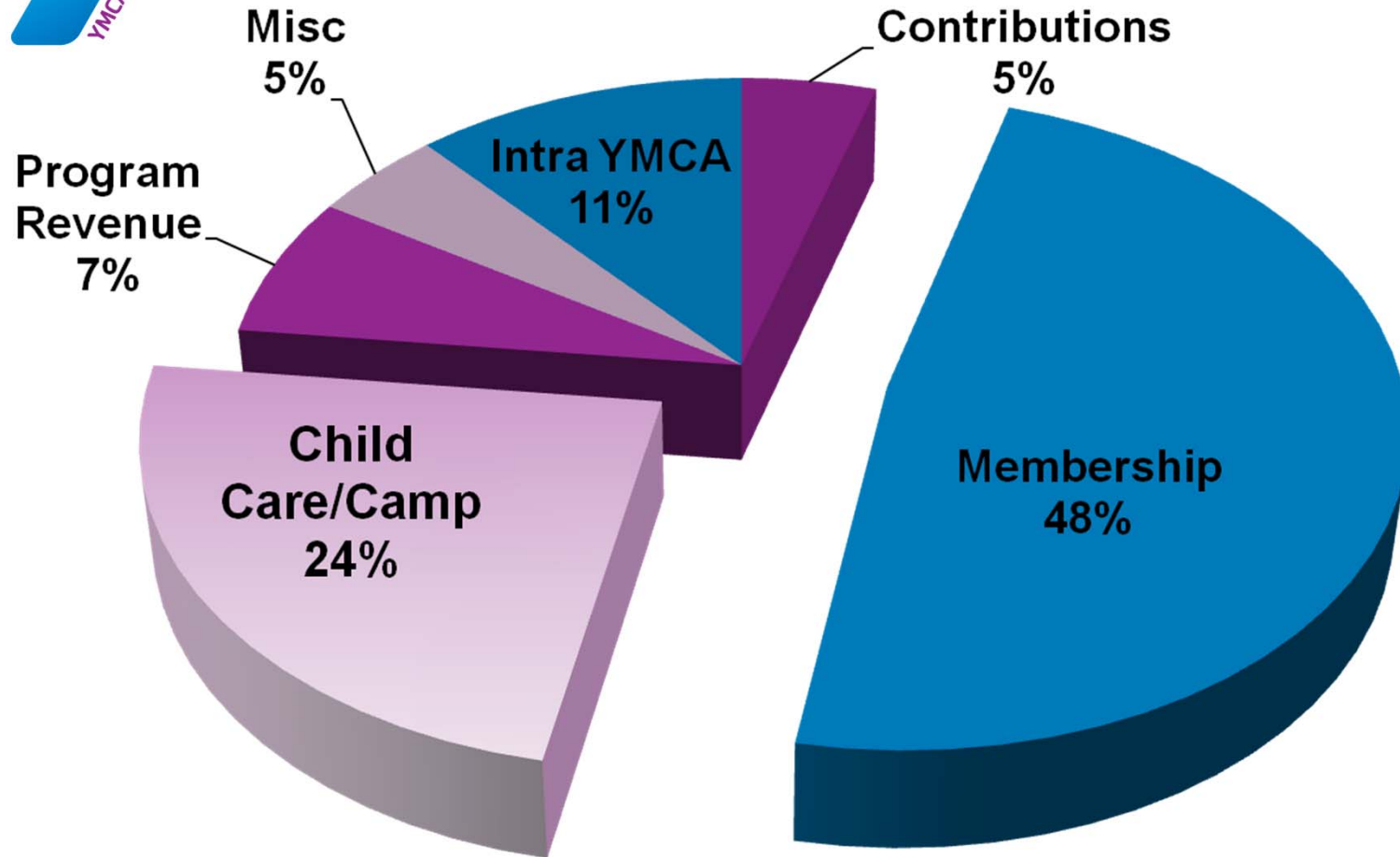
# YMCA of Catawba Valley

- ~ **Corporate Office**
- ~ **Hickory Foundation YMCA**
- ~ **Adrian L. Shuford, Jr. YMCA**
- ~ **Valley Connection YMCA**
- ~ **Pryme Time at Lyle Creek**





# % of Total Revenue



2012 Total Revenue = \$6,000,000



# People Served 2012

<b>Membership</b>	<b>6,700 members</b>
<b>Child Care</b>	<b>185 per school day</b>
<b>Camp</b>	<b>1,720 campers (8 wks)</b>
<b>Aquatics</b>	<b>2,100 (yearly)</b>
<b>Sports</b>	<b>3,000 (yearly)</b>



# Service Area

- ~ Catawba County
- ~ Burke County
- ~ Caldwell County
- ~ Watauga County



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Strategic Plan

▶ **OUR MISSION:** To put Christian Principles into practice through programs that build a healthy spirit, mind and body for all.

▶ **OUR VISION:** We will be the catalyst in our communities for collaborative efforts toward healthy living for all.

**Organizational Strategy #1** – The YMCA will be looked as relevant in addressing community needs by becoming a “Cause Driven YMCA”

**Organizational Strategy #2** – The YMCA will have a presence in other counties within our service area

**Organizational Strategy #3** – The YMCA will increase financial resources through annual giving, endowment and capital development

**Programmatic Strategy #1** – The YMCA will develop a comprehensive plan to be the premier organization for families in our communities

# Typical Y Operating Revenue Sources

- Membership Dues
- Program Fees
- Annual Support Campaign
- United Way / Foundation Grants
- Government Grants
- Special Events / Special Projects
- Other Sources

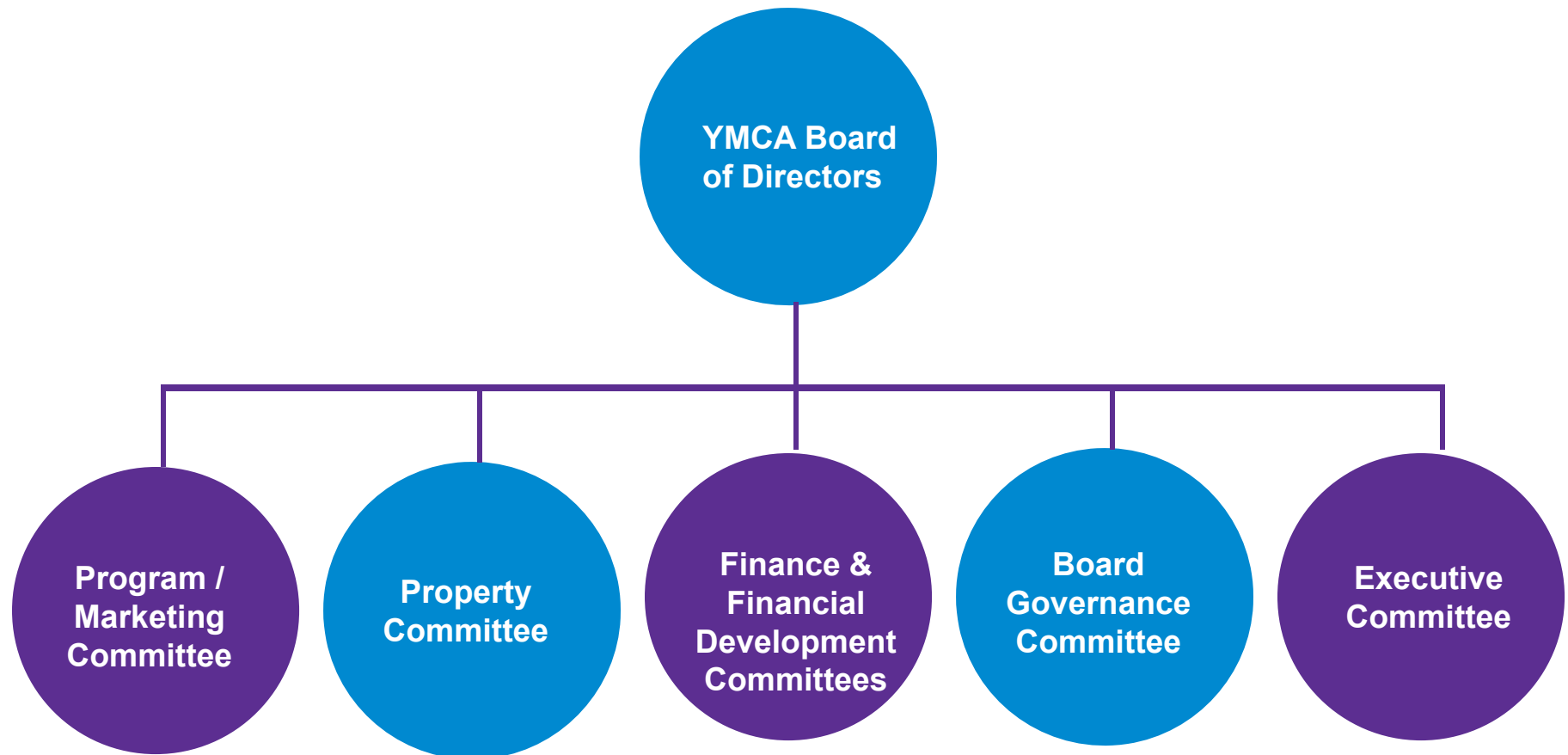


## Typical Y Operating Expenses

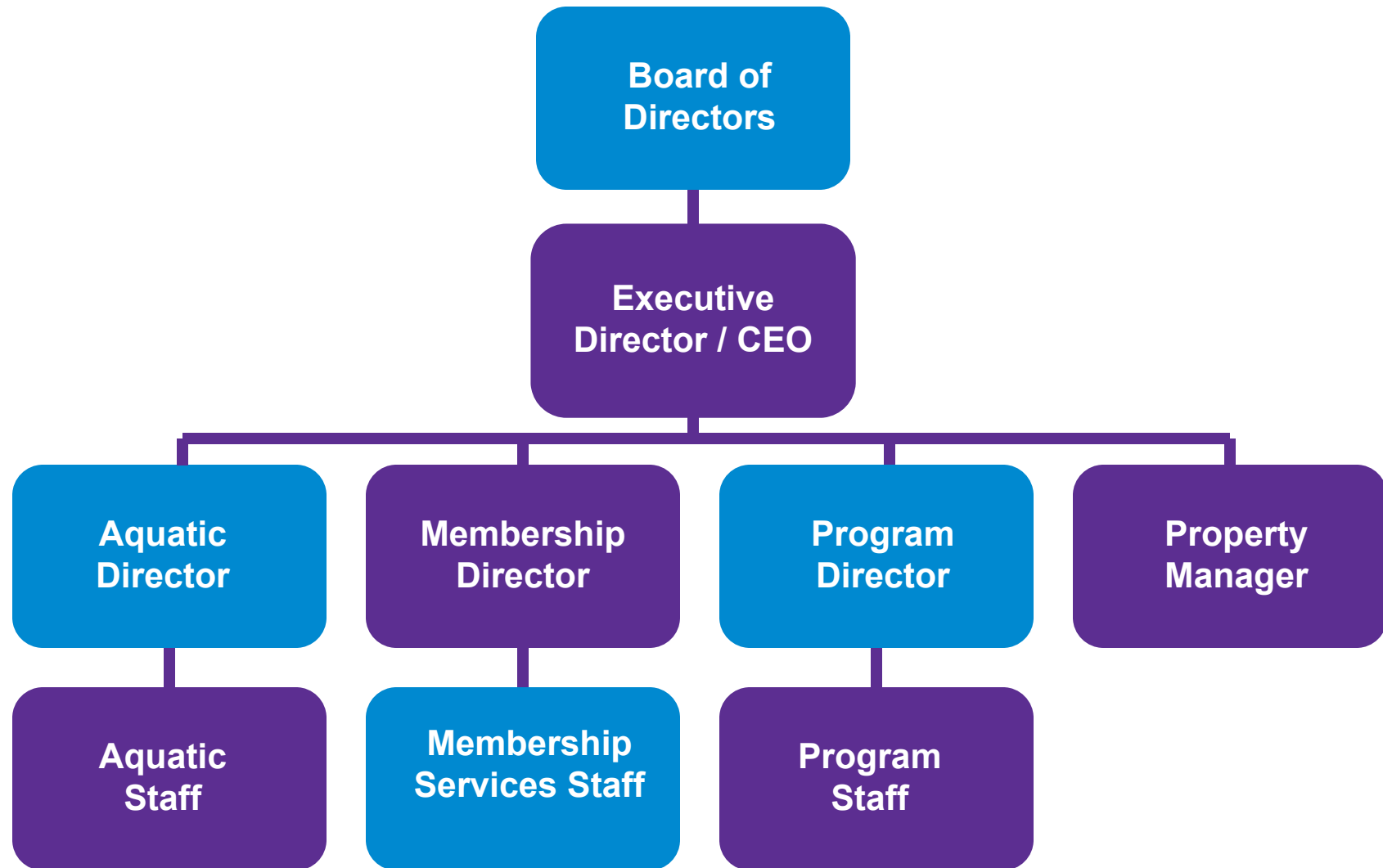
- Personnel (salaries, benefits, training)
- Occupancy Costs
- Insurance
- Supplies
- Equipment
- National Support
- Overhead  
(accounting,  
payroll, etc.)



# Typical Volunteer Structure of a Y



# Typical Staff Structure of a Y







FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Our Visits To Your Community

October – 50 community members

December – Interviewed Key Community  
Representatives

January – 20 community members

## High Country Press Poll – 519 Responders

89% Yes	461
11% No	58



## What We Heard From Our Visits: Community Priorities

- Aquatics
- Child Care (Pre-School & School Age)
- Teen Programming



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Public Private Partnerships Municipal Collaborations

“A key philosophy behind doing a collaboration is to provide something for citizens that neither the County or the YMCA can provide alone.”



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# Potential Project

35,000 sq/ft facility on 10 acres

Pool

School Age

Teen Center

Gymnasium

Health & Wellness Space

Licensed Child Care

(Pre School & School Age)



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Benefits to Watauga County

- YMCA Experience
- Staff & Volunteer Structure
- National Programs

Aquatics, Sports, Fitness, Child Care, Wellness, Camp

- Facility opened 362 days per year
- Facility open to all regardless of ability to pay
  - No ongoing operational costs



## Memorandum

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TO: Deron Geouque, Watauga County Manager  
Watauga County Board of Commissioners

FROM: Wright Tilley, Executive Director

RE: TDA Update for County Board Retreat

DATE: 2/14/13

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The Watauga County Tourism Development Authority (TDA) is pleased to make a report at the 2013 Watauga County Commissioner's Retreat.

Attached to this memo is a copy of the FY 11/12 year-end occupancy tax collection chart, a copy of the FY 12/13 Occupancy Tax chart through December 2012, and an updated copy of our FY 12/13 Ad Plan spreadsheet that outlines our current marketing and advertising plans through the end of this fiscal year. Below are some bulleted highlights from FY 11/12 and FY 12/13 so far.

### TDA Highlights:

- **Closed the FY 11/12 fiscal year with an increase in occupancy tax revenue of 8.05%, which amounts to a \$ 66,065.58 increase in funds.**
- **Current FY 12/13 fiscal year occupancy tax collections are up 9% over last year for July through December.**
- **Velo Magazine (Cycling) named the Boone area as one of (9) North American Hotspots for cycling in its "Ultimate Ride Guide." They also included a story about Rocky Knob Park. We were the only Southeastern destination included.**
- **Watauga County continues to be ranked 19<sup>th</sup> out of North Carolina's 100 counties in terms of travel impact. (NC Commerce)**
- **Domestic tourism in Watauga County generated an economic impact of 197.56 million in 2011, a 4.11% increase from 2010. (From NC Commerce Dept.)**
- **State and local tax revenues from travel to Watauga County amounted to \$18.16 million. This represents a \$353.77 tax savings to each county resident. (NC Commerce)**



- More than 2400 jobs in Watauga County were directly attributable to travel & tourism. (NC Commerce)
- We increased website traffic to ExploreBooneArea.com by 47% over last year from July 1, 2012 through Jan 31, 2013.
- Website traffic from FY 10/11 to FY 11/12 increased 99%.
- The TDA continued to support the Watauga County Choose & Cut program with a \$10,000 marketing grant to the Watauga County Christmas Tree Association.
- The Watauga County TDA continued it's participation in the High Country Marketing Co-op with other area TDAs and private businesses to market the NC High Country as a regional destination.
- The Watauga County TDA recently completed a "Brand Analysis and Market Study" conducted by Magellan Strategies & H2R Research. This will help us benchmark where we are currently and provide some strategic direction to future marketing plans and campaigns.

#### TDA Infrastructure Project Update:

- Watauga Gorge Park & Paddle Access is basically complete. We will install a commercial grade picnic table in March. That grant has been closed out and we received full payment.
- Rocky Knob Park:

The Parks and Recreation Trust Fund (PARTF) grant of \$500,000 for Rocky Knob Park has been closed out and total payment was received.

The TDA is currently proceeding with the landscape/hardscape elements. That project was awarded to New Horizons and should be complete by May.

The TDA contracted with local architect, Kimberly Marland to design plans for a restroom facility at Rocky Knob Park. We have received drafts of the plans and we have been approved for the septic permit. Funds for the construction of the restrooms would have to be approved by the TDA board for the upcoming FY 13/14 fiscal year in order to proceed with the project.



- **The TDA was awarded a \$75,000 Recreation Trails Program Grant (RTP) for improvements to the Boone Fork Trail / Mountain to Sea Trail and to build a parking area/trailhead at Hollow Mountain. The National Park Service has approved the plans for the trailhead/parking area and for the trail improvements. Bids for that work are currently being advertised.**
- **The TDA has recently been awarded a \$75,000 Recreation Trails Program (RTP) grant to be used for a paddle access project at Pine Run Road and for paddle access and trail improvements at Green Valley Park. Both projects are on the New River. We are awaiting receipt of the grant contract and the TDA board would need to accept the contract before work would begin.**



Blowing Rock  
Boone  
Watauga County

\*\*October 2009 went to 6%  
\*\*\*First collections in July 2006

<u>year</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Totals</u>
<b>2006</b>	120,889.02	99,291.93	79,181.30	107,943.97	50,879.85	55,420.32	31,335.11	37,531.32	29,435.55	37,166.79	56,637.83	90,201.81	\$ 795,914.80
	61,771.86	55,782.28	47,694.90	60,693.75	34,397.34	38,915.72	32,370.51	39,309.54	32,360.25	31,836.21	40,015.44	58,186.19	\$ 533,333.99
	98,722.04	75,180.98	58,824.05	92,706.53	52,673.99	80,063.48	49,632.33	48,692.79	24,933.99	31,383.76	43,056.80	72,422.32	\$ 728,293.06
<b>2007</b>	114,224.85	110,457.88	80,870.39	109,896.31	59,030.00	48,586.27	38,506.48	36,295.22	29,336.94	31,027.15	52,229.41	70,080.86	\$ 780,541.76
	60,648.36	64,133.62	48,287.67	65,322.55	40,487.67	38,718.11	39,281.79	43,701.25	31,274.93	30,639.22	38,566.26	53,110.74	\$ 554,172.17
	110,838.40	99,859.19	59,507.63	97,802.70	69,670.45	83,090.14	55,520.98	59,116.81	32,934.23	27,323.63	50,465.39	70,074.86	\$ 816,204.41
<b>2008</b>	111,461.45	104,287.66	56,990.66	102,356.95	47,704.66	40,350.89	37,999.48	27,945.33	17,050.58	27,595.26	42,923.70	63,017.66	\$ 679,684.28
	61,317.05	63,953.04	41,615.00	68,196.86	34,510.11	36,713.60	39,892.00	37,147.00	26,212.62	29,896.70	35,085.79	51,316.00	\$ 525,855.77
	121,620.82	103,051.49	52,092.94	98,971.94	68,375.52	81,345.85	54,845.36	49,735.68	16,665.87	26,951.94	41,815.06	62,837.02	\$ 778,309.49
<b>2009</b>	99,353.76	78,133.43	52,907.25	92,038.43	41,149.73	44,052.46	31,229.92	24,841.76	16,719.75	30,389.13	40,948.56	74,004.48	\$ 625,768.66
	59,722.46	54,259.28	42,339.19	132,508.11	66,927.72	83,276.00	73,736.54	73,015.95	64,623.26	63,695.25	76,073.53	105,259.98	\$ 895,437.27
	108,977.15	84,495.10	51,097.22	92,273.50	58,827.09	73,783.88	60,170.04	46,869.99	27,193.49	30,013.12	38,878.69	56,144.88	\$ 728,724.15
<b>2010</b>	115,976.02	90,968.67	62,746.64	110,462.60	46,076.08	48,646.35	32,574.26	27,536.06	21,737.93	30,279.41	45,012.96	68,215.21	\$ 700,232.19
	125,492.50	105,980.34	81,385.95	140,980.21	59,358.13	79,508.35	66,435.77	62,098.35	57,960.12	57,524.10	66,449.14	95,652.67	\$ 998,825.63
	133,639.59	93,076.01	53,858.36	110,589.58	59,540.12	87,183.21	61,415.73	48,165.16	26,222.43	29,038.46	41,072.86	77,273.12	\$ 821,074.63
<b>2011</b>	119,173.62	89,976.31	64,282.77	106,080.85	42,559.03	45,029.46	29,023.27	30,714.85	24,029.80	33,076.12	51,187.24	83,839.21	\$ 718,972.53
	121,679.31	101,762.92	88,035.92	129,486.64	59,602.02	62,599.78	59,675.73	65,490.17	59,138.27	64,357.36	90,678.82	111,848.32	\$1,014,355.26
	133,182.15	92,358.95	64,704.08	113,541.81	64,974.05	91,982.43	61,399.94	57,808.88	34,438.24	37,607.40	51,727.45	83,414.83	\$ 887,140.21

**Occupancy Tax Collection Report**

**JULY 2012 to DATE**

	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>JULY to Date</u>
<b>BR</b>	119,173.62	89,976.31	64,282.77	106,080.85	42,559.03	45,029.46							467,102.04
	107,415.71	93,735.40	72,522.46	111,775.53	49,570.38	50,928.59							485,948.07
	(11,757.91)	3,759.09	8,239.69	5,694.68	7,011.35	5,899.13							18,846.03
	<b>-9.87%</b>	<b>4.17%</b>	<b>12.82%</b>	<b>5.36%</b>	<b>16.47%</b>	<b>13.10%</b>							<b>4.03%</b>
<b>Boone</b>	121,679.31	101,762.92	88,035.92	129,486.64	59,602.02	62,599.78							563,166.59
	121,739.85	116,576.99	98,045.04	132,367.17	63,806.25	70,873.31							603,408.61
	60.54	14,814.07	10,009.12	2,880.53	4,204.23	8,273.53							40,242.02
	<b>0.05%</b>	<b>14.55%</b>	<b>11.37%</b>	<b>2.22%</b>	<b>7.05%</b>	<b>13.22%</b>							<b>7.15%</b>
<b>Wat</b>	133,182.15	92,358.95	64,704.08	113,541.81	64,974.05	91,982.43							560,743.47
	135,398.64	108,921.98	75,203.98	112,012.97	88,173.20	91,446.25							611,157.02
	2,216.49	16,563.03	10,499.90	(1,528.84)	23,199.15	-536.18							50,413.55
	<b>1.66%</b>	<b>17.93%</b>	<b>16.23%</b>	<b>-1.35%</b>	<b>35.70%</b>	<b>-0.59%</b>							<b>8.99%</b>
<b>TTLS</b>													
Prior Yr	374,035.08	284,098.18	217,022.77	349,109.30	167,135.10	199,611.67							1,591,012.10
Cur Yr	364,554.20	319,234.37	245,771.48	356,155.67	201,549.83	213,248.15							1,700,513.70
\$'s +/-	(9,480.88)	35,136.19	28,748.71	7,046.37	34,414.73	13,636.48							109,501.60
% +/-	<b>-2.53%</b>	<b>12.37%</b>	<b>13.25%</b>	<b>2.02%</b>	<b>20.59%</b>	<b>6.83%</b>							<b>6.88%</b>

**FY 2012 / 2013 Advertising Plan**

**Radio**

July Aug Sept Oct Nov Dec Jan Feb Mar Apr May June

**Raleigh**

WDCG - G 105	x	x					x	x					x
TTN - Triangle Traffic Network	x	x					x	x					x
WRAL 101.5							x	x					x
WRVA							x	x					
WKIX							x	x					

**Charlotte**

WNKS 95.1	x	x						x					x
WHQC							x	x					x
WEND							x	x					
WKKT 96.9 - Tweetsie Railroad Tags	x			x									x
WLNK 107.9 - Tweetsie Railroad Tags	x			x									x

**Greensboro / High Point / Winston**

WKZL 107.5	x	x					x	x					x
WKKR							x	x					
WKZL 107.5 Tweetsie Railroad Tags	x			x									x
WPAW 93.1 Tweetsie Tags	x			x									x

**Other Markets**

WFBC - Greenville / Spartanburg	x						x	x					
WNOK - Columbia, SC	x						x	x					
WARQ - Columbia, SC							x	x					
ISP - Appalachian Football Broadcasts			x	x	x	x							ASU football broadcasts - 16 stations
ISP - Appalachian Basketball Broadcasts					x	x	x	x					

**Television**

Visitor's Channel - Boone (free)	x	x	x	x	x	x	x	x	x	x	x	x	x
Summer TV Campaign													x
Time Warner Cable - Choose & Cut (Raleigh / Charlotte /Greensboro)					x	x							
Time Warner Cable - Winter Ski (Raleigh / Charlotte /Greensboro)						x	x	x					

**Print**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Our State	x	x	x	x	x		x	x		x	x	x
AAA -GO Magazine	x	x	x	x	x	x	x	x			x	x
Carolina Parent	x					x	x	x			x	x
Charlotte Parent	x					x	x	x			x	x
Piedmont Parent	x										x	x
Blue Ridge Country	x	x	x	x	x	x	x	x	x	x	x	x
Atlanta Magazine	x			x	x	x	x					
Southern Living	x											
Lake Norman Currents	x	x					x	x				
The Griffon - Military Magazine						x						
Outside Magazine - coop with VisitNC										x		
Carolina Country										x		
Carolina Living				x							x	
NC State Travel Guide												
Watauga Choose & Cut Guide												
High Country Press Visitor's Guide												
High Country Host Visitor's Guide												
Boone Area Visitors Guide												
French-Swiss Ski Group Guide												
The Adventure Collective - Boone Adventure Guide												
Blue Ridge Parkway Guide & Blue Ridge Digest												
GuestQuest - Summer Newspaper Inserts												
Granite Communications - NC Spring/Summer Travel Guide												

**On-Line**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Ray's Weather.com / Boone Weather.com	x	x	x	x	x	x	x	x	x	x	x	x
Go ASU.com			x	x	x	x	x	x				
VisitNC.com	x	x	x	x	x	x	x	x	x	x	x	x
CarolinaLiving.com	x	x	x	x	x	x	x	x	x	x	x	x
Blue Ridge Parkway.org	x	x	x	x	x	x	x	x	x	x	x	x
FamilyTravelFiles.com	x	x	x	x	x	x	x	x	x	x	x	x
Boone Chamber												

July Aug Sept Oct Nov Dec Jan Feb Mar Apr May June

Our State	X	X	X	X	X	X	X	X	X	X	X	X
WNKS - Charlotte	X	X					X	X				X
WDCG - Raleigh	X	X					X	X				X
WFBC - Greenville/Spartanburg	X						X	X				X
WNOK - Columbia, SC	X						X	X				X
WKZL - Greensboro	X						X	X				X
Google Adwords - ExploreBooneArea.com	X	X	X	X	X	X	X	X	X	X	X	X
Facebook - ExploreBooneArea	X	X	X	X	X	X	X	X	X	X	X	X
Skinc.com						X	X	X	X			
ResortCams.com	X	X	X	X	X	X	X	X	X	X	X	X
highcountrydining.com	X	X	X	X	X	X	X	X	X	X	X	X
TripInfo.com	X	X	X	X	X	X	X	X	X	X	X	X
ValleCrucis.com	X	X	X	X	X	X	X	X	X	X	X	X

**High Country Marketing Co-Op**

**Print**

US Airways Inflight Magazine												X
Southern Living										X		
Better Homes & Gardens / Family Circle											X	
Charlotte Living	X	X	X	X	X	X	X	X	X	X	X	X

**Radio & Television**

To be determined - last year included Good Morning America & Today Show spots in Charlotte & Raleigh

**Internet - VisitNC.com**

X	X	X	X	X	X	X	X	X	X	X	X	X
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**Billboards**

X	X	X	X	X	X	X	X	X	X	X	X	X
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**Consumer Shows**

July Aug Sept Oct Nov Dec Jan Feb Mar Apr May June

Blue Ridge Digest Promotions												
Upstate Women's Show - Greenville, SC		X										
Southern Womens Show - Charlotte			X									
Orlando Home Show - Orlando				X								
Southern Womens Show - Jax				X								
Florida RV Supershow - Tampa						X						
Women's Show - Columbia SC								X				
Charlotte Spring Show								X				

July Aug Sept Oct Nov Dec Jan Feb Mar Apr May June

Atlanta Home & Garden Show									X			
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Southern Ideal Home Show - Raleigh	x
Southern Womens Show - Raleigh	x
SouthEast Travel Show - Greenville, SC	x

### **Fulfillment**

State Welcome Centers

HC Host

Visitors Centers - NC Cities

Phone/Internet Inquiries

Blue Ridge Parkway Association

Reader Response Cards from publication leads

### **Media Missions / Fam Tours**

Fall travel Writers Fam

Spring/Summer Travel Writers FAM

Ski Writers Fam - Dec/Jan

AAA Travel Counselors FAM - April

American Bus Association FAM - Jan

Atlanta Media Mission with Nc Div of Tourism

**Annual Report**  
**Fiscal Year: 2011-12**

# Appalachian District Health Department

*Serving Alleghany, Ashe and Watauga Counties in Western North Carolina*



**Special points of interest:**

- Pregnancy Care Management Success Story
- Environmental Health
- Communicable Disease Numbers
- District Revenue: Where does it come from?

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## A Message from Beth Lovette, Director

I have been the Local Health Director with the Appalachian District Health Department, supporting the public's health in Alleghany, Ashe and Watauga Counties. We strive to promote safe and healthy living, prevent disease and protect the environment through education and the provision of the essential services of public health. Our mission is, at times, easier said than done!

We provide full service health departments in each county – including primary care for all ages, women's health services, communicable disease tracking, trending and treatment, immunizations, environmental health inspections and permitting and emergency preparedness. We are also pleased to work within each county to provide health promotion/prevention activities

that help all of our citizens improve their health. If you have a question about public health or public health services, please don't hesitate to call any one of our health departments for assistance.

**COMMUNITY HEALTH NEEDS:**

The Appalachian District Health Department, in collaboration with Alleghany Memorial Hospital, Appalachian Regional Healthcare System – Watauga, and Ashe Memorial Hospital, as well as many other community health partners completes a regular assessment of the health of the community. Our statistics around illness and death drive our Community Action Plan. Our specific plans to improve health include:

-Implement policy/ environmental change interventions to support obesity reduc-

tion/ prevention;

-Increase access to primary healthcare services through enhancement of clinical-community linkages;

-Demonstrate leadership

and build support for evidence-based tobacco control policies and programs;

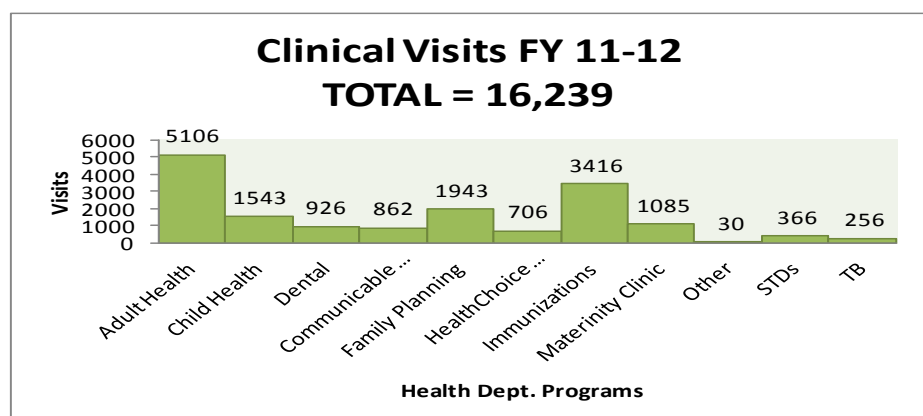
-Partner with collaborative groups to support/develop long-term substance abuse prevention plan for youth and increase policy/environmental change supports that prevent chronic prescription medication abuse.

For details around individual strategies for each county, please contact me at [beth.lovette@apphealth.com](mailto:beth.lovette@apphealth.com).

Yours in good health,

Beth Lovette, RN, MPH  
 Health Director

**HEALTH FOR ALL:**  
 Promote. Prevent.  
 Empower.



## Food & Lodging Activities

The following bi-annual report outlines the inspection, permitting and public education activities of the Food and Lodging Section. The table is a summary of data compiled for the District from January to June 2012. This information is taken from monthly State reports relative to the four staff working in the District during this time period. This summary includes activities associated with the regulation of food service operations, lodging facilities, public swimming pools and spas, child and adult care facilities, institutions, and tattoo parlors. It also includes permitting and inspection activities associated with the numerous fairs, festivals, and events that take place across the District.

In addition to permitting and inspection activities, the Food & Lodging Section has been very busy during the past year getting facilities prepared for the implementation of the FDA Food Code which became law on September 1, 2012. This is

the most intensive change to the food service regulations in North Carolina since 1976. The new codes gives NC a food safety program that is based on the most current science and technology with a goal of protecting the public's health through regulation and education of food service operators. Some of the biggest changes for food service operations include no bare hand contact with ready-to-eat foods, implementation of a employee health policy in each establishment, a requirement of a food

safety training program and exam for managers or lead employees, and date-marking of potentially hazardous foods to control bacterial growth.

Finally, the Food & Lodging Section continues to offer food safety trainings in each of the three counties in the District. These training courses are offered to food service professionals responsible for food service operations and are consistent with the requirements listed in the FDA Food Code.

County	# of Inspections	# of Compliance Visits	Food, Lodging & Pool Permits	Consultative Site Visits
Alleghany	108	6	8	35
Ashe	169	18	14	29
Watauga	450	38	74	77
District Totals	727	62	96	141

## Water Protection Update

*District staff have made communication and program quality improvement/assurance a priority.*

Below is the bi-annual summary of Environmental Health water protection section permitting activities. This data will provide you with a general accounting of the number of permits issued and the average time it takes to obtain a permit from the health department.

The following table is a summary of the permitting data compiled for District from January to June 2012. This information is taken from our in-house application tracking system and monthly State reports relative to all seven water protection staff working in the District. The seven positions include five full time field staff members and two supervisory staff members that divide their time across the District.

It should be noted that these numbers do not include the total number of site visits that are necessary to complete the permitting process. Nor do these numbers include the wide

range of other water protection activities such as complaint investigations, water sampling, well grouting, septic installation, and migrant housing inspections our staff is required to do on a daily basis.

District staff has made communication and program quality improvement/assurance a priority. The District created and facilitates the Environmental Health Program Improvement Committee which has been meeting over the past several months. It is made up of health department staff, local planning/inspection/zoning staff, and area builders and realtors. The purpose of the committee is to open lines of communications between those stakeholders that must work within the State's permitting and inspection processes for on-site water protection, particularly the real estate market and building process.

The goal is to improve the qual-

ity and efficiency of the environmental health services provided while keeping within prescribed rules and laws set in place for the protection of the public's health. So far the addition of the participant's perspectives and experience has already resulted in changes to the water protection application and the adoption of new policies and procedures that help to speed up the permitting while reducing certain permitting fees incurred by the public.

Finally, the water protection section has begun instituting a comprehensive quality assurance program. In addition to office review of all water protection permits before they are issued, the environmental health supervisor and program specialist have started reviewing staff's field work to further ensure that all staff is enforcing state rules and regulations consistently and fairly across this District.

County	# Permits Issued	Avg Days* to First Visit	Avg Days* to Issuance
Alleg.	80	3	9
Ashe	139	9	16
Wat.	186	10	19
Dist. Totals	405	7	14

\*Avg days are counted in calendar days not working days and includes Jan-June.



## Pregnancy Care Management: A Success Story

Samantha just found out that she is pregnant with her second child. As part of her prenatal appointment, her provider completes a CCNC Pregnancy Home Risk Screening Form. Samantha has a history of preterm birth, her first child was born at 35 weeks and had to be in the Neonatal Intensive Care Unit for one month. Samantha is also a current smoker, but states she plans to quit since she is pregnant. After the appointment, the prenatal provider faxes over the risk screening to the Pregnancy Care Manager (PCM) at the Health Dept. The PCM makes contact with the patient to complete a Pregnancy Assessment, and encourages the patient to apply for WIC (Women, Infants and Children Supplemental Nutrition Program). During the pregnancy, the PCM assesses for tobacco use and uses positive reinforcements and 5A's counseling to keep her tobacco free. At 16 weeks, the prenatal provider recom-

mends that Samantha begin 17P treatment. 17P is a progesterone medicine for pregnant women who have already had a preterm birth. Extra progesterone for some women can help to prevent preterm birth. The provider informs Samantha that she will receive a 17P shot weekly, but she is worried about making it to her appointments because she has trouble with transportation. The PCM works with the patient to arrange for Medicaid transportation to all of her appointments, provides support and education about the importance of the treatment, and follows up with the patient every week to ensure that she has received her 17 injections. The PCM also makes referrals for the patient to attend Childbirth Classes and Prenatal Fitness. The prenatal provider keeps in touch with the PCM about Samantha's progress and that she has completed all of her 17 P injections. At 39 weeks, Samantha delivers a healthy

baby girl whom she names Sophia! The following week, the PCM makes a home visit and both mother and baby are doing well. Samantha is breastfeeding successfully, has remained tobacco free, and is planning to return to work in 8 weeks. The PCM provides her with childcare referrals and information about vouchers that will help pay for childcare. The PCM also encourages Samantha to schedule her 6 week postpartum appointment and discusses family planning. The PCM ensures that Baby Sophia has a Pediatric Provider and provides her with information about immunizations and home safety tips. During the 2 months after delivery, the PCM assesses Samantha for postpartum depression, encourages that she apply for continuing Medicaid and postpartum WIC services, Samantha and Sophia are doing well, and this is an example of how Pregnancy Care Managers promote healthy mothers and healthy babies!



*As of October 11, 2012, ADHD is providing Pregnancy Care Management Services to 143 clients.*

## Pregnancy Care Management

**Pregnancy Care Managers promote healthy mothers and healthy babies by:**

- Answering any questions patients may have
- Assist with building positive support systems
- Helping patients get services they need (like medical care, dental care, counseling, transportation, food or stable housing).
- Referring patients to other programs (like childbirth classes, breastfeeding education, family planning, WIC and CC4C)
- Supporting patients to reduce stress and take care of themselves during pregnancy and postpartum period
- Encouraging continuing education
- Providing referrals for ongoing parenting resources
- Meeting with patients during or after hospitalization

**Some of the risk criteria for receiving care management services are as follows:**

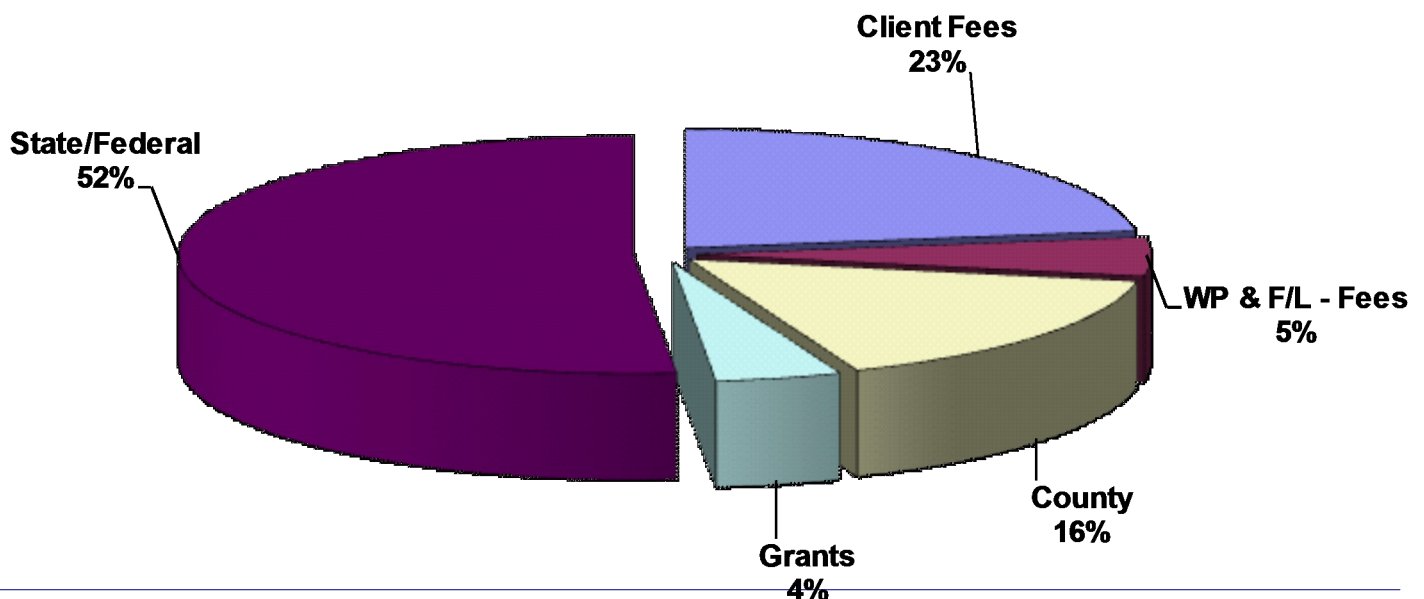
- History of pre-term birth
- History of low birth weights
- Multiple gestations
- Fetal complications
- Chronic conditions that may complicate pregnancy
- Unsafe living environment
- Tobacco use
- Substance abuse
- Missing more than 2 prenatal appointments
- Physician request for care management assessment

## Communicable Disease Report 2011

This report shows the number of probable and confirmed disease cases in Alleghany, Ashe, and Watauga counties for the calendar year 2011. Reportable communicable diseases with NO reported cases in this period were not included in this report. Because cases are routinely updated, case number may change (data was extracted February 2012).

DISEASE	Alleghany Cases 2011	Ashe Cases 2011	Watauga Cases 2011	Total per Disease for District
Campylobacter infection	1 ↑	6 ↑	27 ↑	34
Chlamydia	23 ↑	28 ↑	92 ↓	143
E. coli – shiga toxin producing	1 –	4 –	4 –	9
Gonorrhea	-	3 ↑	11 ↑	14
Hepatitis B – Acute	-	1 ↑	-	1
Hepatitis B – Chronic	-	3 ↑	7 ↑	10
Lyme Disease	-	-	1 ↑	1
Meningitis, pneumococcal	-	-	1 ↑	1
Non-gonococcal urethritis	-	1 –	-	1
PID	-	1 ↑	-	1
Salmonellosis	2 ↓	5 ↓	6 ↑	13
Shigellosis	-	-	1 ↑	1
Syphilis	-	-	1 –	1
<b>Totals per County</b>	<b>27 ↑</b>	<b>52 ↑</b>	<b>151 ↑</b>	<b>230</b>

**Appalachian District Health Department  
Fiscal Year 2011-2012 Percent of Revenues**



# Watauga County Health Department

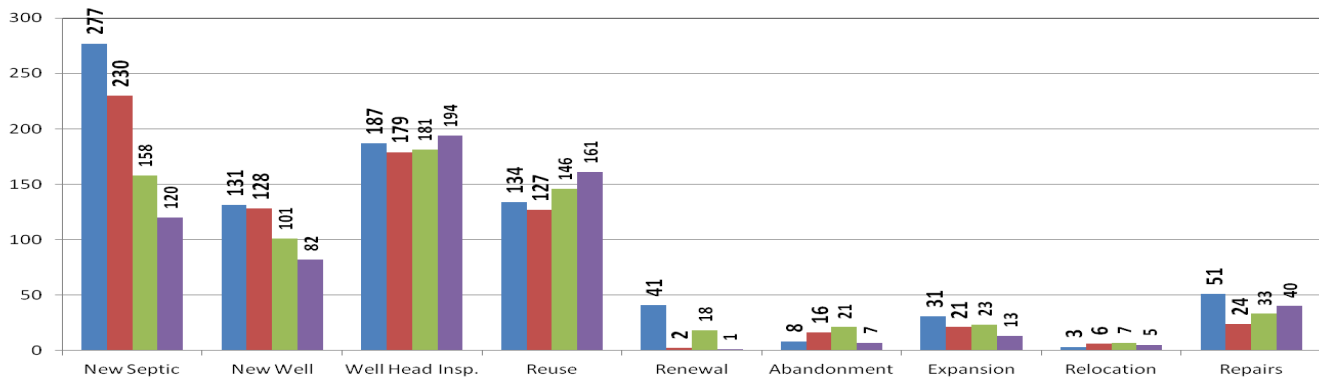
## Travel Vaccines

The Health Department nurses are trained in the administration and consultation of travel vaccines. The nurse uses the Center for Disease Control (CDC) web site to advise the traveler on recommended vaccines for their destination. The nurse reviews the vaccines the traveler has already had (if record is available) and provides them with the most recent information available about vaccines. During the Travel Consultation the nurse also advises on the need for common adult vaccines which include Tdap, Hepatitis A, Hepatitis B, Varicella, Influenza, and Pneumonia. Vaccines administered for travel may include Typhoid, MMR, Meningitis, Polio, Rabies and Yellow Fever. Parents with children who travel are educated on the Childhood Vaccine Schedule as well as travel vaccines for the child. The consultation also includes education on the spread and prevention of other diseases/illnesses for the travel destination for which there are no vaccines such as Malaria. If needed the traveler is provided with a prescription for Malaria prevention medication. Appalachian District Health Dept. has the distinction of being the only designated Yellow Fever Vaccination Center in the High Country. This service is frequently utilized by travelers with Samaritan's Purse, App State, sight seers and mission trips. Insurance plans can be billed for the service or clients can pay privately.

## Watauga Staffing

- **40 Employees work in the Watauga County Health Department Programs.**
- **3 positions are Environmental Health Specialists working in the Water Protection Program (well and septic permitting). We have had one resignation in this area and filling this position has proven to be challenging due to the education and experience required for the position. This is a top priority for us.**
- **11 additional employees serve Watauga in leadership roles for the District (three county).**
- **Now offering Pediatric Dentistry: Dr. Dean Stacy, DDS, every Tuesday, Dr. Robbie Bridgeman, DDS, every Friday.**
- **Dr. Danielle Darter, a Family Practice physician with certification in women's health, joined the District in August – serving patients on Mondays/Wednesday/Fridays in Watauga.**

## Watauga Co. Water Protection Applications 2012

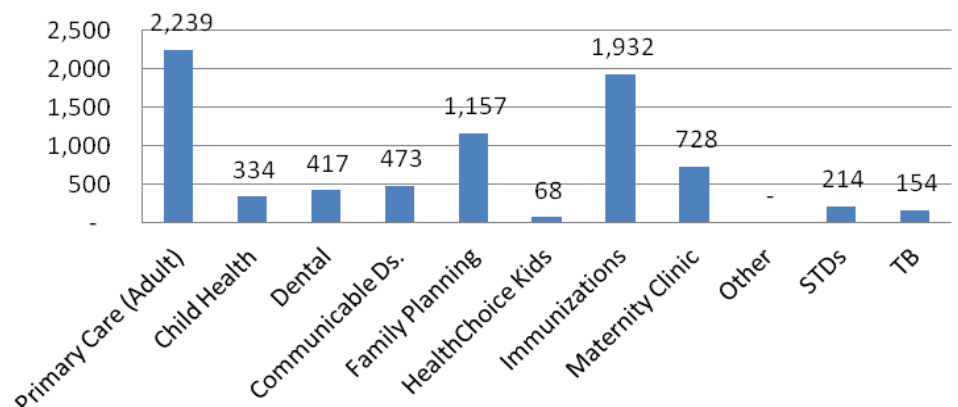


## Environmental Health Update:

The EH Advisory Committee has been meeting monthly since July with representation from home builders, realtors and building inspections. The committee, facilitated by Phil Trew, High Country Council on Governments, has offered feedback/direction. The Committee is developing a summary document which will be available to the County Boards of Commissioners.

## Watauga Clinic Visits

Total = 7,716



Service programs provided by the health department in Fiscal Year 2011-12 with State mandated programs in bold type.

General Administration

**Family Planning**

**Maternal Health**

**Pregnancy Care Management**

Ashe SS – Dental

Ashe SS – Comprehensive Health Screenings

Dental

**Tuberculosis**

Susan G. Komen Grant

Positive Parenting Program (Triple P)

**Child Health**

**WIC – General Administration**

**WIC – Nutrition**

**WIC – Breastfeeding**

**WIC – Client Services**

Primary Care – Adult Health

Health Promotion

**Water Protection (Well & Septic)**

**AIDS / HIV**

Alleghany CAP / DA

Diabetes Self Management

**Food & Lodging Inspections**

**Bioterrorism**

**Communicable Disease**

**Care Coordination for Children**

NW Tobacco Prevention

Breast & Cervical Cancer Control Program

**Immunization**

Community Transformation Grant

Alleghany / Ashe Health Alliance

Wise Woman

Seeds of Change Grant

Ashe School Based Health Center

School Nurse Initiative

NW Incubator

Appalachian FISH Grant

Eat Smart Move More

Communities Putting Prevention to Work Grant

**Women’s Health Cancer Screenings and Assistance**

We are fortunate to be a part of the CDC Breast and Cervical Cancer Control Program (BCCCP) which serves women ages 40-64 and who are 250% of poverty level or below, have no insurance, or are not covered for breast or cervical cancer screenings by their insurance. Also any woman 18 or over who has a breast lump and meets these criteria can be evaluated. The most remarkable aspect to BCCCP is that the program has a built-in portal to Medicaid if a breast or cervical cancer is diagnosed through our case management. So not only is BCCCP providing screenings, it provides aggressive treatments and even reconstruction through Medicaid, once a breast cancer is identified.

There is a limiting factor to the program however, that challenges our budget, and this is where our Susan S. Komen for the Cure grant has been most beneficial. BCCCP provides only \$255 per patient to cover screenings. This amount is enough only if the mammogram and pap smear are “negative”, but just one “abnormal” indicating additional radiology, surgical consult, or biopsy requires considerably more than this capitated rate. Possibly as many as 20% of screenings require one or more follow-up appointments or procedures. None the less, this program has undoubtedly saved lives. Other community care providers depend on the program as well. We know of several situations where the surgical office has called regarding an uninsured patient’s suspicious findings and we enrolled that patient before a cancer might be diagnosed. As soon as a patient, frightened by the prospect of facing breast cancer, is enrolled, they can focus on treatment and healing and no longer have the fear of “how will I pay for this?” hanging over them. These women are so grateful for this important program.

Here is what one such patient wrote in a thank-you note: *“I wanted to thank you so much for all your kindness and compassion for me during my dark days. Is isn’t often that someone really understands and is so helpful. May your life be blessed for all you do to help others-like me.”*

**Get your flu shot today.  
No appointment necessary.**

Watauga County Health Department Contact Information

Beth Lovette, Health Director	beth.lovette@apphealth.com	336-877-6103
Pam Rush, Clinical Supervisor	prush@apphealth.com	828-264-6635
Andy Blethen, EH Supervisor	andrew.blethen@apphealth.com	828-264-4995



## Net Change in Fund Balance

As of:	Change	Balance
6/30/2007	13,384.00	3,024,785.00
6/30/2008	18,172.00	3,042,957.00
6/30/2009	(290,553.00)	2,752,404.00
6/30/2010	(364,263.00)	2,388,141.00
6/30/2011	(315,950.00)	2,072,191.00
6/30/2012	(26,798.00)	2,045,393.00
	<hr/>	
	(966,008.00)	

NOTE:

Taken from annual audit basic financial statements Exhibit D

## **Environmental Health Program Improvement Committee**

### **SUMMARY** **December 16, 2012**

#### Background

The Appalachian District Health Department (ADHD) formed the Environmental Health Program Improvement Committee (Committee) as part of a larger effort to improve customer service, community perception, and quality assurance within the area of Environmental Health Services. The improvement plan also includes additional training for staff and increased use of technology.

Stakeholders invited to participate on the Committee included:

- Ashe Homebuilders Association
- High Country Home Builders Association
- Appalachian District Board of Health
- High Country Association of Realtors
- Alleghany County Association of Realtors
- Alleghany County Home Builders Association
- Ashe Homebuilders
- Alleghany County Planning and Inspections Department
- Ashe County Planning and Inspections Department
- Watauga County Planning and Inspections Department
- ADHD staff

#### June 18, 2012 Meeting

At the June 18, 2012 meeting, the Committee focused on defining its purpose and need. The following Mission Statement was developed for the Committee:

“To assess, address and improve processes for water protection, which includes the enforcement of the state rules as well as responding to the needs of the community”

The Committee agreed that its work would focus on the following four topics:

- Review of State statutes and rules related to private wells and on-site wastewater systems
- Environmental Health Services processes

- Communication to stakeholders
- Public Information

Preliminary discussion on the permitting process identified the following concerns and issues needing improvement:

- Consistency in the permitting process
- Clear communication of requirements for permits (application requirements, site requirements)
- Communication of State laws and rules (at initial site visit)
- Clear communication of ADHD's policy regarding priority of inspections
- Ability to search permits
- Predictable timeframe for permitting process

The Committee also discussed ADHD policy regarding priority of inspections. ADHD staff responds to final inspections and well grout inspections first.

#### July 16, 2012 Meeting

The July 16, 2012 Committee meeting focused on State Rules regarding private wells and on-site wastewater systems. Information on wastewater was provided by Trish Angoli, NCDHHS – Division of Public Health. Information on well permitting was provided by Wilson Mize, NCDENR – Division of Environmental Health.

Major points from the presentations include:

- State gets involved in wastewater permitting process on systems with a design flow over 3,000 gpd; and on industrial process wastewater systems
- State gives local health departments authority to permit septic systems
- State rules include three phases of septic permitting – Improvement Permit, Construction Authorization, Operation Permit
- Improvement Permit is transferrable to new property owner
- Authorization to Construct is voided if property sells
- Well permitting became effective in 2008
- Laws cover siting, sampling, permitting, and construction of new and repaired wells

The Committee also discussed the issue of compliance inspections. The State oversight agencies (DHHS, DENR) have consulted with the Attorney General's Office regarding what is covered during compliance visits. The most recent guidance from the State is that local staff is only to verify that the new construction applied for does not violate existing permits or required setbacks.

ADHD compliance inspection fees have been reduced from \$150 to \$100 (previously, compliance fees were \$75 for wells, \$75 for septic. \$100 fee includes both). Improvement Permit fees and Authorization to Construct fees are separate. This can benefit developers, but can lead to confusion/frustration on the part of property owners who pay two fees for the same system. ADHD examined other County and District fees in western NC, and concluded that

current fee structure is similar to others. Finally, fees don't cover cost of Environmental Health program.

### August 20, 2012 Meeting

The August 20, 2012 Committee meeting focused on the permit application process. ADHD revised the permit application, which became effective October 1, 2012. Discussion regarding the application included responsibility and powers of an authorized agent; application no longer includes complete instructions; and ADHD responds to applicant within five days of application. It was decided that the new application will include place for applicant's and agent's email addresses.

### September 24, 2012 Meeting

The August 20, 2012 Committee meeting included discussion on the site evaluation process, and records retention.

The main points regarding site evaluation included:

- Soil suitability is highly variable
- Some lots require multiple sets of test holes and site visits, which can lead to frustration but is unavoidable

The main points regarding records retention included:

- The State sets requirements for records retention that local health departments/districts must follow. State law states that records must be kept "until no longer in use".
- ADHD retains permits forever
- Applications are valid for one year; permits are valid for five years
- Recently, the State legislature extended period of permits

The Committee also discussed the issue of retrieving records. The ability to cross-reference well and septic permits, building permits, and tax parcel records is desired but challenging. Obstacles to a seamless system include:

- Different Counties use different software
- Property addresses are not determined when septic and well permits are issued
- Property PIN numbers often change after septic and well permits are issued

ADHD's process includes entering PIN to Authorizations to Construct. The collection of GPS points for well and septic systems would be helpful in cross-referencing data, as well as feature location.



### October 22, 2012 Meeting

The October 22, 2012 Committee meeting focused on Communications. Discussion began with recap of the permitting integration topic from the previous meeting. The topic will be addressed by the recently-hired ADHD IT staff. Also, the Committee will hear a discussion of permitting software integration from Fred Sides, High Country COG Information Systems Specialist

Discussion regarding Communication included sources of customer frustration, and ADHD staffing/workload. Major points raised were:

- Source of frustration – consumer needing information (i.e., on timing/scheduling, requirements, etc.)
- Turnaround time is major issue
- Finals and grouts inspections take precedence
- Frustration on part of property owner could often be avoided by conducting research prior to purchase
- Site evaluation could be improved (i.e., sped up) with staff dedicated to site evaluation
- Allowing for post holes can save money for property owner
- There is need for additional staff in Ashe
- New staff in Watauga started in November 2012
- It takes several years to adequately train new staff
- ADHD should share reports with homebuilders and realtors

District Environmental Health Revenue											
Month	Improvement Permits	Authorization to Construct Permits	Well Permits	Compliance Notification	Tattoo Permits	Water Samples	Pool Permits	Restaurant Plan Review	Motel Plan Review	Misc.	Deposit Totals
January											\$0.00
February											\$0.00
March											\$0.00
April											\$0.00
May											\$0.00
June											\$0.00
July											\$0.00
August											\$0.00
September											\$0.00
October											\$0.00
November											\$0.00
December											\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

District Water Protection Program													
	Water Protection Applications	Improvement Permit Issued	Fees Collected	Authorization to Constructs Issued	Fees Collected	Operation Permit Issued (no fees)	Compliance Notifications Issued	Fees Collected	Well Const. Issued	Fees Collected	Well Grouts (no fees)	Total Permits	Total Fees
January												0	\$0
February												0	\$0
March												0	\$0
April												0	\$0
May												0	\$0
June												0	\$0
July												0	\$0
August												0	\$0
September												0	\$0
October												0	\$0
November												0	\$0
December												0	\$0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>

District Turnaround Times (previous quarter)	Average Days * until first visit	Average Days* until issuance
<b>District Average</b>		

\* "days lapsed" are counted in calendar days not working days, and includes \_\_\_\_\_ through \_\_\_\_\_

Watauga Environmental Health Revenue											
Month	Improvement Permits	Authorization to Construct Permits	Well Permits	Compliance Notification	Tattoo Permits	Water Samples	Pool Permits	Restaurant Plan Review	Motel Plan Review	Misc.	Deposit Totals
January											\$0.00
February											\$0.00
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April											\$0.00
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June											\$0.00
July											\$0.00
August											\$0.00
September											\$0.00
October											\$0.00
November											\$0.00
December											\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Watauga Water Protection Program													
	Water Protection Applications	Improvement Permit Issued	Fees Collected	Authorization to Constructs Issued	Fees Collected	Operation Permit Issued (no fees)	Compliance Notifications Issued	Fees Collected	Well Const. Issued	Fees Collected	Well Grouts (no fees)	Total Permits	Total Fees
January												0	\$0
February												0	\$0
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June												0	\$0
July												0	\$0
August												0	\$0
September												0	\$0
October												0	\$0
November												0	\$0
December												0	\$0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>

Turnaround Times (previous quarter)	Average Days* until first visit	Average Days* until issuance
Watauga		
<b>District Average</b>		

\* "days lapsed" are counted in calendar days not working days, and includes \_\_\_\_\_ through \_\_\_\_\_

# Environmental Health Program Improvement Committee

## Recommendations and Strategies

2013 BCC Annual Retreat

Recommendation	Action/Strategy	Comments
<b>Application/Fees</b>		
1. Combine Improvement Permit (IP) and Authorization to Construct (AC) issuance	IP and AC fee collected at same time, effective 12/01/2012	practical for individual home construction; not for subdivision development
2. Allow for multiple agents	App. District Health Dept. (ADHD) staff will confer with Division of Public Health on practicality of allowing multiple agents	Program Review with DPH scheduled for February 2013
3. Reevaluate fees for compliance inspections	compliance fees reduced, effective 10/01/2012	\$100 fee now covers well and septic
4. Create electronic application accessible via website	application now available as PDF online; online payment option will be evaluated as part of software evaluation	currently application must be submitted as hard copy
<b>Software</b>		
5. Convert to software that tracks permit and applications, to improve customer service and efficiency	evaluate new software system	past permits already searchable via website but with limited search fields (From 1995 Watauga, 2004 Alleghany, 1996 Ashe)
6. Coordinate ADHD software with County Building Inspections software	use High Country Council of Governments (HCCOG) as consultant	Beth Lovette and Joe Furman will schedule meeting with HCCOG in Spring 2013
<b>Inspections/Staffing</b>		
7. Issue Operation Permit (O.P.) in the field	research practices that will increase ability to issue permits in the field (i.e., GPS); encourage staff to look for opportunities to do so	already ADHD policy, as time allows; limited to instances when all conditions are met
8. Encourage compliance with site preparation requirements through fees and rescheduling	enforce current fee structure, which encourages compliance; rescheduling occurs based on workload	zero-tolerance policy (i.e., "end of line" scheduling) is not always practical
9. Staffing	filling frozen position in Ashe in Spring 2013; filling vacant position in Watauga in Spring 2013	ADHD will continue to employ flexibility in staff as workload dictates
10. Enter E-911 address on O.P.	work toward 100% address collection	will make issuing O.P. in field more difficult
<b>Public Information</b>		
11. Readiness checklist	more comprehensive site preparation checklist will be put on website; staff will emphasize Section 8 of application to applicants, improve signage in offices	
12. Publicize the process flowchart	present flowchart to targeted audience (i.e., homebuilders, realtors, Board of Health)	
13. Regular communication with stakeholders	send monthly activity report to stakeholders	monthly report includes permits, fees, and average wait times
14. Use realtors and homebuilders to inform colleagues of ADHD requirements and workload	use newsletters and meetings to inform others of recent ADHD changes (i.e., new staff, compliance fee change, online application); distribute monthly reports	

**WATAUGA COUNTY  
LANDFILL GAS TO ENERGY PERFORMANCE REPORT  
FEBRUARY - OCTOBER, 2012**

**Generation System Startup – January 25, 2012**

**Initial goals**

- 1. Generate electricity from landfill gas**
- 2. Reduce electric bills at the landfill**
- 3. Create income from sale of excess electricity**
- 4. Serve as a pilot project for other projects**

**SUMMARY**

The generation system at the Watauga landfill has been increasing in efficiency during the first 3 quarters of operation.

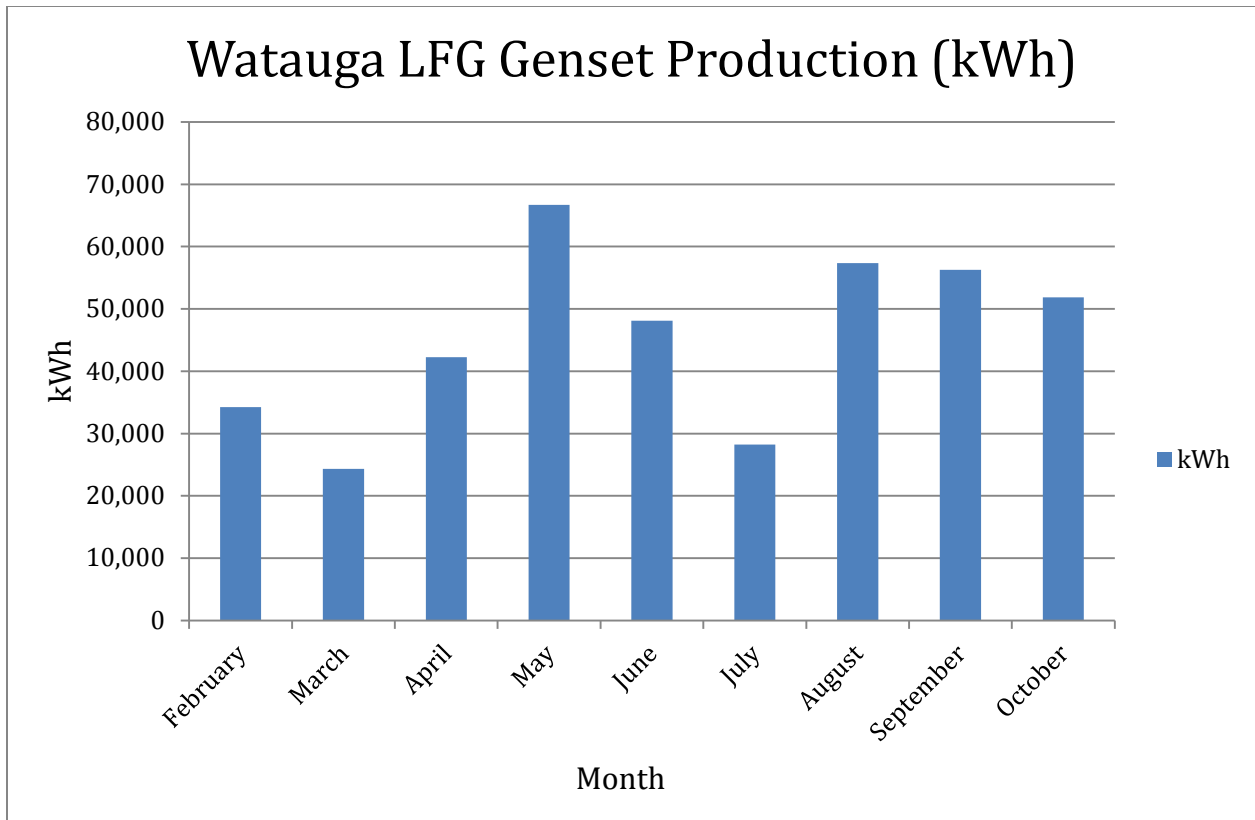
Uptime and total electricity production shown below.

Quarter	Uptime	Production in kwh
February-April	61.0	100,817
May-July	73.7	143,046
August- October	90.6	165,448

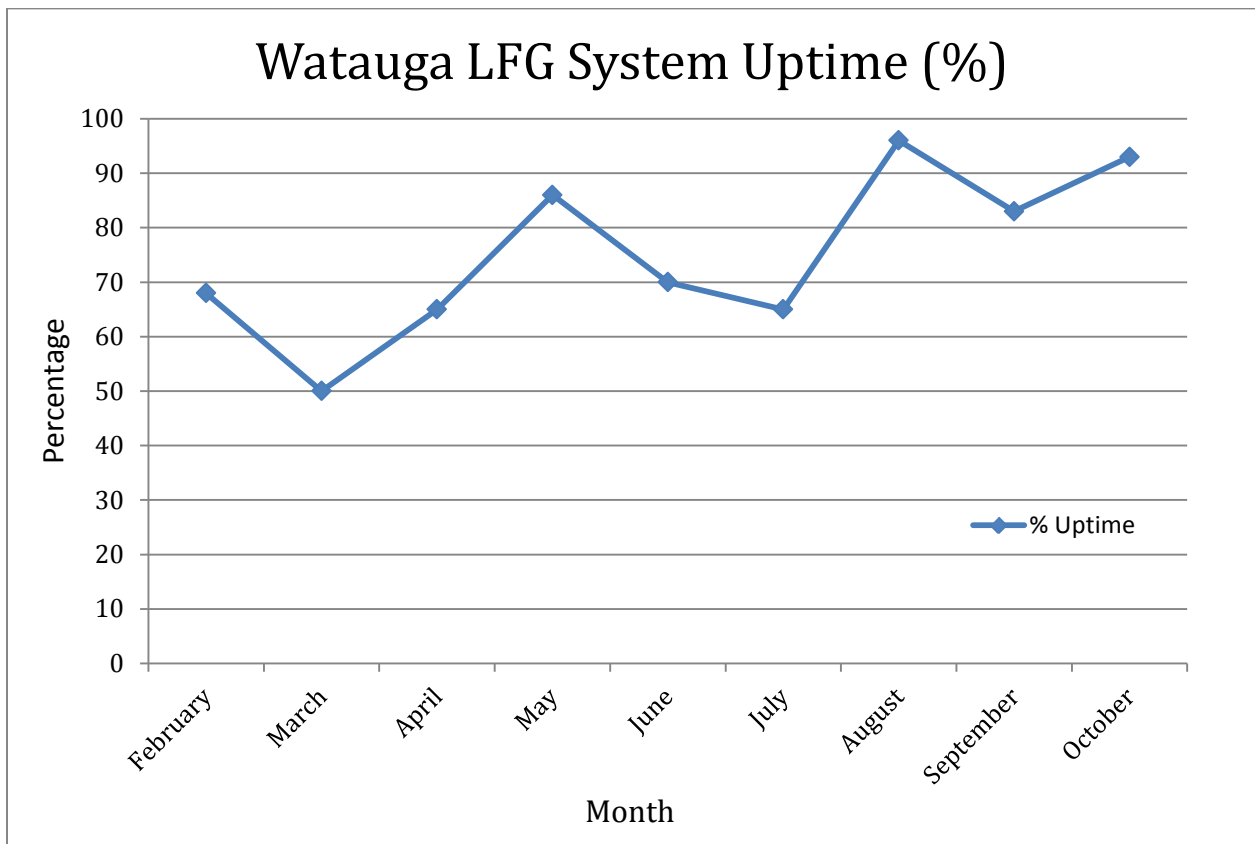
One or the other generators was down 5,292 hours of a total of 13,392 available hours February – October. Significant down time resulted from exhaust system failure (1999 hours, 35.4%), electrical system failure (1877 hours, 33%), and gas system failure (1498 hours, 26.5%). Down time from exhaust system failure has been corrected and could be almost completely avoided in the future. Most of the down time from electrical system failures could be avoided in the future by providing another source of power for the controllers and switchgear. This power is presently provided by the engine’s starter batteries. Down time from gas system will be reduced by improved gas valve setting gauges and decreased vacuum on wells. Blower replacement would likely result in significant decreases in down time, as well as increases in output from the generators when they are running. Output per generator averaged 53 kwh during the 8,100 hours the generators were running. We feel this could be increased to about 60 kw. With the above improvements, annual output for the next year could be increased to about 924,000 kwh – up from the annualized present rate of 572,160 kwh.

**PRODUCTION ANALYSIS**

**Total output for the nine months was 409,291 kilowatt hours. The good news is that the trend is upward. The average output for the first 3 months was 100,817 kwh. For the second 3 months was 143,046 kwh, and for the third 3 months was 165,448 kwh. The graph below shows the output of the system (2 generators) by month.**



Up-time for the system (at least 1 generator producing) has averaged 75 % and has ranged from a low of 50% in March to 96% in August. **Broken down into 3 month periods, the trend is definitely upward, like it is with total output, is definitely upward. The first 3 months the average uptime was 61%, for the second 3 months the average was 73.7%, for the final 3 months the average was 90.6%.** A graph showing up-time by month is shown below.



### Down time (at least 1 generator down) has been caused by a number of problems

1. **Exhaust system failure**, the number one cause, has resulted in **35.4% of down time** these first 9 months. Plugging of the catalytic converter on Generator 1 was the most costly, causing a down time of about 30 days. Had we known what the problem was when the first catalytic converter failed, this could have been solved in just a couple of days. Exhaust pipe deterioration resulted in additional down time, although less than the catalytic converter problem. Again, the down time could have been less if replacement pipes had been available when the pipe failed.
2. **Alternator/battery/electrical control problems** have resulted in **33% of down time**, the second most common down time problem. The batteries on these engines are not only used for starting the engines, but also for operating the electronic systems for the switchgear. If battery voltage drops below a certain level, for whatever reason, the Basler control system shuts down and many problems result including shutdown of one or both engines. This problem has also caused reverse power events where the switchgear breaker fails to open when the engine shuts down, and the generator acts as a motor, spinning the engine, which is no longer running.
3. **Landfill gas system problems** have resulted in **26.5 % of down time**, the third most common category. The quantity of gas available to the engines has been an issue. This could be the result of limited gas being produced in the landfill, or the blower not maintaining sufficient flow in the gas line, or both. Blower problems have included broken or loose belts, operating at the limits of its capacity for vacuum/pressure, and instability of the blower operation. Although we have not been able to evaluate the effect of gas quality or methane percentage, we do have evidence that these engines perform quite well on gas with a methane percentage in the range of 46-49%, which is what we have had. Unexpected shutdowns have occurred quite frequently when the person who started the engine left the supplementary fuel valve improperly adjusted – too rich or too lean. We feel this problem alone has resulted in 5% of the downtime.
4. **Grid outage** resulted in **3% of the down time**. When there is even a momentary blink of the electric grid or a significant power surge, the generators go offline and the engines shutdown. Due to lack of automated fuel valves, the generators do not reconnect. This has happened frequently, especially during thunderstorms.
5. **Voltage drift** has resulted in **1.8% of down time**. There were a several times when synchronizing the generators to the grid was not possible because of too much difference between the voltage on the grid and the voltage being produced by the generator. Until we learned about this problem, there were times when one of the generators remained down because of this. This problem resulted in down time of approximately 5%.
6. **No propane starter fuel available**. There have been times when the engines went down or when oil changes were done. This is a minor problem, but one which can be easily overcome.
7. **No one available to restart** – While we did not attempt to calculate the percentage of down time related to this problem, and it is not included in the down time graph below, we expect that it may have resulted in about 5% of the downtime. For the purposes of this report, downtime for this problem is included in with the problem which caused the original downtime.

### Suggested Remedies for Downtime Problems

1. Original **exhaust** equipment included a flex pipe section that was too thin and deteriorated rapidly. This section has been replaced by better quality material on both engines. A replacement should be on hand when one of these pipes deteriorates. It appears that this failure may have been caused by a combination of poor quality metal, thin pipe walls, and excessive temperatures. The replacement pipes are of much heavier wall thickness and better quality of metal. It also appears that the temperatures are somewhat higher than what would be expected from this engine. This is likely due to the mixture of the landfill gas and air. We suspect that a more appropriate fuel mixture may reduce exhaust temperatures and lengthen exhaust pipe loss. ASU and KSD will work together to use diagnostic engine software on the computer to make this tool available for rich to lean fuel mix and to further fine tune the operation of the engines.
2. One current problem with the **electrical** system has been traced to a faulty “load sharing module” or LSM. This LSM was probably damaged by excessive radiant heat from the exhaust system before the heat shields were put in place. This LSM costs about \$1500-2000, and could be easily replaced. This is hopefully a one-time problem, however, and is apparently unrelated to the battery/alternator/electrical

problems which have occurred several times throughout the projects history. The other electrical problems may be reduced by the addition of smart chargers which the County has already installed, although it is too soon to tell. These chargers will potentially keep the voltage on the batteries up when the engines are down. A more comprehensive and reliable solution to the electrical problems, however, would be the replacement of the present system which relies on the engine starter batteries for powering the controllers and switchgear. The ASU Energy Center recommends replacing this system with a system which powers this equipment indirectly by electricity from the grid. This system could involve a separate battery for the electrical system and battery charger which is powered by the grid. Another alternative would be an inverter powered by the grid which powers the electrical system directly. A cost estimate for installation of this system is being developed by Scott Russell of T3 Automation. If desired, the County could also get other bids from others.

3. **Landfill gas** problems can be divided into several remedies.
  - a. Improper adjustment of the supplemental landfill gas valve should be greatly reduced by a gauge which is presently being installed on each engine. This is being done by the ASU Energy Center at no cost.
  - b. Recently McGee Environmental has been adjusting the vacuum settings downward on the inlet side of the blower, in hopes that this will result in more consistent gas pressure on the outlet side of the blower. Since we have had electrical problems and little time when both engines are running, it is too early to tell whether these changes will pay off, the ASU Energy Center believes that it will help.
  - c. The ASU Energy Center feels that the current blower does not provide reliable gas pressure to the engines, and maximum output will always be limited by this system. We feel that a direct drive blower with variable frequency drive will provide a much more reliable system. The County does have quotes on this new equipment, however, it is our belief that there **may** be more economical alternatives than the present bids.
4. **Grid outage** is a problem which will continue, however, the impact of these outages is limited and the remote monitoring now available will reduce this even more as it gives County, KSD, and ASU personnel time to respond and to restart the engines.
5. **Voltage drift** is another problem, which we have dealt with. The KSD O&M technician is now able to adjust this voltage to deal with these problems when they arise.
6. The addition of a **spare propane tank** for starting the engines, would be wise. There have been at least 2 times when the propane was gone on the weekends and the engines could not be started until propane stores opened again on Monday. We believe that just a gas grill tank with the appropriate fittings would be all that is needed.
7. The problems with having **no one available to restart** the engines will be reduced in the months ahead by the remote monitoring that is now available and the fact that county employees can now restart the engines themselves.

### Limited Output Of Generators While They Are Running

#### 1. **Blower Replacement**

We have not been able to run the engines at the maximum output due to lack of sufficient gas pressure. There is a school of thought that the lack of adequate gas line pressure is a reflection of the fact that we may be using nearly all of the available gas. However, we feel each engine at full load capacity uses no more than 35-40 scfm of landfill gas, and historic records of the landfill gas system show that the four year average may be about 20 scfm higher than what is needed to run both engines at their maximum. Unfortunately, the flow meter in its present do not give us an accurate measure of the gas going to the engines. There have been times when we averaged 65 kilowatts per machine for several days, however there have been many times when the average was only about 40 kilowatts per machine. Trying to ramp up to higher levels has often led to the shutdown of one of the machines. Therefore the engines have often been set at much less than their maximum level. For the first 9 months the output has averaged 53 kw per operating hour per generator. The engines appear capable of producing 68 -70 kw of electricity with the gas quality we typically have. Thus we are losing 15 kw of output per hour per machine during the time the engines are running. If we could be running at 68 kw instead of 53 kw, we would have increased our production over these first 9 months of about 177,000 kw. At \$.07/kw that is an additional \$12,390 over



the first 9 months. It also appears that the engines run much better and use less oil when operating at full output.

## **2. Inlet Air From the Outside**

Cooler fuel is more dense than warmer fuel and therefore more BTUs can be provided and more power produced by keeping the fuel as cool as possible. The air inlets which add air to the fuel entering both engines are currently located inside the building and very near to the exhaust system, where the air is very warm. We feel there would be a significant benefit to drawing air into the engine from outside the building. This is an improvement which would cost little and could be done by County employees.

### **Other Maintenance System Improvements**

1. Oil levels & oil testing, sight glasses – Motor oil is a major expense in the operation of the engines which power the generators at the landfill. In the months of January through October, a total of 265 quarts of oil were used in these two machines at an expense of about \$1,325. This is about 1 quart consumed every 30.5 hours. However, this figure takes includes oil for an oil change about every 450 hours. KSD has tried to send periodic oil samples to a Detroit Diesel laboratory for analysis. This analysis has been useful in adjusting oil change intervals to match engine wear. As a result of these samples oil change intervals have been reduced from 500 hours to 400 hours.

One of the dilemmas, however, has been knowing when to add oil and how much to add. KSD is currently working on obtaining sight glasses to observe the oil level in the engine pan on each engine. Until these sight glasses are installed, KSD O&M personnel will try to add at least 1 quart of oil to the engines every 24-36 hours of operation. The ASU Energy Center recommends that an oil tender be added to each engine to automatically add oil and to insure that the level of oil does not fall too low.

### Watauga County Solid Waste and Recycling Weights

Material	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12
<b>METAL</b>								
Aluminum		20	3	28	22	21	28	20
Steel	23	29	10	39	39	34	54	47
White Goods	251	251	306	263	224	212	183	
Other	476	436	417	484	379	392	315	323
<b>GLASS</b>								
Clear	31	21	54	41	116	176	226	354
Brown	72	70	112	93	171	192	412	715
Green	70	82	108	94	151	179	174	203
<b>PAPER</b>								
Newsprint	531	467	542	669	635	626	664	636
Cardboard	734	606	728	856	1347	1603	1759	1841
Mixed						70		
<b>PLASTIC</b>								
Mixed	31	31	35	112	143	208	234	234
Rigid							17	17
<b>ELECTRONICS</b>					28	42	44	44
<b>Total Recycled</b>	2,219 tons	2,068 tons	2,272 tons	2,640 tons	3,243 tons	3,656 tons	4,038 tons	4,434 tons
<b>Recycling Revenue</b>					\$223,231	\$320,244	\$492,564	\$499,553
<b>Solid Waste Disposal</b>	49,293 tons	49,939 tons	52,836 tons	53,032 tons	42,777 tons	42,603 tons	39,748 tons	46,094 tons
<b>Disposal Costs</b>	\$1,915,039	\$2,045,330	\$2,261,198	\$2,503,971	\$2,009,139	\$1,265,544	\$1,330,991	\$1,497,230

<b>Date</b>	<b>BREMCO Bill</b>	<b>Duke Payment</b>	<b>NC Green Payment</b>	
April-12	(2,187.43)	\$1,388.45	\$330.00	(468.98)
May-12	(1,732.09)	\$2,285.21	\$534.60	1,087.72
June-12	(1,376.74)	\$2,374.67	\$376.20	1,374.13
July-12	(1,692.48)	\$1,067.15	\$158.40	(466.93)
August-12	(2,027.06)	\$2,582.39	\$396.00	951.33
September-12	(1,145.24)	\$2,192.75	\$363.00	1,410.51
October-12	(1,469.00)	\$1,314.05	\$310.00	155.05
November-12	(2,038.92)	\$683.81	\$165.00	(1,190.11)
December-12	(1,419.31)	\$771.35	\$191.00	(456.96)
<b>TOTAL</b>	<b>(15,088.27)</b>	<b>\$14,659.83</b>	<b>\$2,824.20</b>	<b>2,395.76</b>

## LEASE

This Ground Lease (the "Lease"), dated as of the 1<sup>st</sup> day of September, 2010, by and between Watauga County, North Carolina, a corporation politic, with its principal place of business at 814 West King Street, Boone, NC 28607 ("Landlord"), and Watauga Solar, LLC, a North Carolina limited liability company, with its principal place of business at 443 Ward Greene Road, Vilas, NC 26893 ("Tenant").

All exhibits hereto are incorporated herein by this reference.

## WITNESSETH

In consideration of Ten Dollars (\$10.00), other good and valuable consideration, and the mutual covenants contained herein, and intending to be legally bound hereby, Landlord and Tenant hereby agree with each other as follows:

### **Section 1. Premises.**

Landlord hereby leases and lets to Tenant, and Tenant hereby takes and hires from Landlord, upon and subject to the terms, conditions, covenants and provisions hereof, all that certain parcel of land, which is an approximately twenty(20) acre, capped landfill site located on Landfill Road, County of Watauga, State of North Carolina, and more particularly described in the legal description set forth in Exhibit A hereto, as limited herein below due to the prohibition against penetrating the surface, together with any and all appurtenances, rights, privileges and easements benefiting, belonging or pertaining thereto and existing improvements, but specifically excluding any underground substance, matter, or area which is sealed off by the landfill cap, which matter became a part of, or was located upon the Premises prior to the Commencement Date (as hereinafter defined) (all the foregoing hereinafter referred to as the "Premises").

### **Section 2. Term, Renewal, and Early Termination.**

(a) The initial term of this Lease shall commence on the 1st day of September, 2010 (the "Commencement Date") and shall expire on August 31<sup>st</sup>, 2011 (the "Initial Term"), unless Tenant elects to extend the Term as set forth below.

(b) The parties may elect to extend the term of this Lease ("Renewal Option") any time prior to the expiration of the Initial Term for up to Nine (9) more years ("Renewal Period"), upon terms agreeable to both Parties so long as Tenant's Default shall not exist under this Lease at the time of any such election.

(c) The purpose of the Initial Term is to allow Tenant the opportunity to perform environmental, technical and financial feasibility studies related to the Premises. Therefore, Tenant may choose to terminate this Lease in writing to Landlord anytime within the Initial Term without penalty. Upon execution of this Lease, Landlord agrees to provide Tenant with copies of all agreements and documentation of anything affecting title to the Premises that is not already of public record; and Tenant's rights herein are subject to the rights of others on record. During the Renewal Period, Tenant may terminate this Lease at the end of any calendar year

during the Renewal Period, but must give Landlord sixty (60) days advance written notice thereof.

### **Section 3. Rent**

(a) On the Commencement Date of the Initial Term and on the first day of each month thereafter during the Initial Term, Tenant, shall pay to Landlord, at the business address of Landlord specified on Page 1 hereof, or at such other address as Landlord shall have designated, from time to time, by notice to Tenant, Monthly Rent in the amount of \$100.00 for September 1, 2010 through August 31, 2011 without demand or set-off, except as otherwise expressly provided in this Lease. Rent for the Renewal Period described above shall increase and shall be determined and agreed to by the Parties when they exercises the Renewal Option during the Initial Term.

### **Section 4. Use of Premises.**

The Premises may be used by Tenant for the construction and operation of a solar photovoltaic facility. During the Initial Term, Tenant shall perform environmental, technical and financial feasibility studies. Nothing contained in this Lease shall be deemed to impose upon Tenant an obligation to construct improvements upon the Premises, or to operate any type of facility for any period.

### **Section 5. Taxes and Utility Expenses.**

All real property taxes, if any, shall be the responsibility of the Landlord. All personal property taxes incurred as a result of the solar photovoltaic system, if any, shall be the responsibility of Tenant. All utilities used by Tenant to operate the solar photovoltaic system shall be the responsibility of Tenant.

### **Section 6. Improvements, Alterations, Surrender, Compliance with Laws**

(a) (i) Tenant shall have the right, at its own cost and expense, to construct on any part or all of the Premises, at any time and from time to time, a solar photovoltaic facility provided, however, that no improvements constructed or placed on the Premises shall permeate or penetrate the protective membrane under the surface dirt and shall not otherwise go below the surface to a depth more than one and a half (1 ½) feet.

(ii) All of Tenant's improvements on the Premises must be consistent with any applicable requirements of local, state and federal governmental authorities having jurisdiction, including without limitation North Carolina Department of Environment and Natural Resources ("NCDENR"), and shall obtain any necessary permits for such purposes. Landlord makes no representations regarding the suitability of the Premises for Tenant's purposes.

(iii) At Tenant's sole cost, Landlord agrees to cooperate with Tenant (including, without limitation, by signing applications) in obtaining any necessary Permits for any work which Tenant is permitted to perform pursuant to this Lease.

(b) Tenant shall, at all times during the Term of this Lease, and at its own cost and expense, use all reasonable precaution to prevent waste, damage or injury to the Premises or improvements erected thereon.

(c) On the last day or sooner termination of the Term of this Lease or any Renewal Term, Tenant shall quit and surrender the Premises, and shall remove all improvements so long as the Premises are restored to their condition upon the Commencement Date, ordinary wear and tear excepted.

(d) Tenant hereby agrees to be fully liable for the payment of, and to cause to be paid, the entire cost of all improvements constructed on the Premises.

#### **Section 7. Requirements of Public Authority.**

(a) During the Term of this Lease, Tenant shall, at its own cost and expense, promptly observe and comply with all laws, ordinances, requirements, orders, directives, rules and regulations of the Federal, State, County and Municipal Governments and of all other governmental authorities affecting the Premises or the appurtenances thereto or any part thereof, whether the same are in force at the commencement of the Term of this Lease or may in the future be passed, enacted or directed, including but not limited to NCDENR and laws and regulations governing and limiting the permeation of the capped landfill; and Tenant shall pay all costs, expenses, liabilities, losses, damages, fines, penalties, claims and demands, including reasonable counsel fees, that may in any manner arise out of or be imposed because of the failure of Tenant to comply with the covenants of this Section; provided, however, that nothing in this Section shall impose any liability on Tenant in connection with any costs, expenses, liabilities, losses, damages, fines, penalties, claims and demands, including reasonable counsel fees, that may in any manner arise out of or be imposed because of any failure by Landlord to comply with its obligations under this Lease or because of any conditions in existence prior to the Commencement Date.

#### **Section 8. Covenant Against Liens.**

If, because of any act or omission of Tenant, any mechanic's lien or other lien, charge or order for the payment of money shall be filed against Landlord or any portion of the Premises, Tenant shall, at its own cost and expense, cause the same to be discharged of record or bonded within thirty (30) days after notice from Landlord to Tenant of the filing thereof; and Tenant shall indemnify and save harmless Landlord against and from all costs, liabilities, suits, penalties, claims and demands, including reasonable counsel fees, resulting therefrom. Tenant or its designees shall have the right to contest any such liens by legal proceedings, or in such other manner as it may deem suitable (which, if instituted, Tenant or its designees shall conduct promptly at its own cost and expense, and free of any expense to Landlord). Notwithstanding the foregoing, Tenant shall promptly pay and remove all such liens if, at any time, the Premises or any part thereof shall then be subject to immediate forfeiture as a result of the nonpayment thereof.

### **Section 9. Access to Premises; Easement**

Landlord or Landlord's agents and designees shall have the right to enter upon the Premises at all reasonable times upon reasonable notice to examine same; and provided that no such entry shall unreasonably interfere with the conduct of Tenant's business on the Premises.

Tenant and its invitees shall have access to the Premises and Landlord hereby grants Tenant an easement for ingress, egress and regress to, through and across the existing road, entrance and parking area of the Landlord's neighboring property in order to reach the Premises. Landlord and Tenant agree to execute and record in the real estate records a Memorandum of Lease and Easement to establish such easement.

### **Section 10. Mortgaging of Leasehold Estate.**

(a) Tenant shall be allowed to mortgage or otherwise encumber Tenant's leasehold estate (which mortgage or other encumbrance is hereinafter referred to as the "Leasehold Mortgage") in favor of a third party lender in connection with the financing of the solar photovoltaic system to be constructed by Tenant. Landlord agrees to execute a recognition, attornment and assent to leasehold mortgage or other reasonable documentation requested by such lender to reflect the status of this Lease and other matters related thereto.

### **Section 11. Landlord's Warranties and Representations.**

Landlord represents and warrants to Tenant as follows:

(a) Tenant shall, upon paying the rent reserved hereunder and observing and performing all of the terms, covenants and conditions on Tenant's part to be observed and performed, peaceably and quietly have and hold, the Premises, without hindrance or molestation by any person or persons, subject, however, to the terms of this Lease;

(b) Landlord has full right and authority to enter into this Lease and perform Landlord's obligations under this Lease, and has title to the Premises in fee simple subject to encumbrances of record;

(c) Landlord has received no notice and is not otherwise aware that either the Premises or its proposed use is, or will be, in violation of any local governmental rule, ordinance, regulation or building code, nor has Landlord received notice of any pending or threatened investigation regarding a possible violation of any of the foregoing;

(d) Environmental Laws. There is no, nor, to the best of Landlord's knowledge, has there ever been any investigation, administrative proceeding, litigation, regulatory hearing or other action proposed, threatened or pending, relating to the Premises and/or alleging non-compliance with or the violation of any Environmental Law (defined below). For purposes of this Lease:

The term "Environmental Law" shall mean any federal, state, county, municipal, local or other statute, ordinance, rule, regulation, permit, judgment, order, writ, decree, award or injunction which relates to or deals with the protection of the environment or wildlife and/or human health and safety, including all regulations promulgated by a regulatory body pursuant to any such statute, ordinance, or regulation, including, the Comprehensive Environmental Response and Liability Act of 1980 ("CERCLA"), as amended, 42 U.S.C. §9601 et. seq., the Resource Conservation and Recovery Act ("RCRA"), as amended, 42 U.S.C. §6901, et. seq., the Federal Water Pollution Control Act, as amended, 33 U.S.C. §1251 et. seq., and the Clean Air Act, as amended, 42 U.S.C. §7401 et. seq.

The term "Hazardous Substance" shall mean and refer to asbestos, urea formaldehyde, lead, lead paint, polychlorinated biphenyls, nuclear fuel or materials, radioactive materials, explosives, known carcinogens, petroleum products and by-products (including crude oil or any fraction thereof), and any pollutant, contaminant, chemical, material, substance or waste, defined as hazardous, toxic or dangerous or as a pollutant or a contaminant in, or the use, manufacture, generation, storage, treatment, transportation, release or disposal of which is regulated by, any Environmental Law.

The term "Release" shall mean and refer to any spilling, leaking, pumping, pouring, emptying, discharging, injecting, escaping, leaching, dumping or disposing into the environment, including the abandonment or discarding of barrels, drums, containers, tanks, or other receptacles containing or previously containing any Hazardous Substance.

The term "Landlord's Affiliates" shall mean and refer to (i) any corporation in which Landlord is or was an officer, director, or shareholder; (ii) any partnership in which Landlord is or was a partner; and (iii) if Landlord is a corporation, any officer, director or controlling shareholder of Landlord..

The foregoing representations and warranties set forth in this Section are express representations and warranties which Tenant shall be entitled to rely on unless Tenant shall have any knowledge to the contrary. Landlord shall indemnify, protect, defend and hold Tenant forever harmless from and against any and all claims, actions, judgments, liabilities, liens, damages, penalties, fines, costs and expenses, including but not limited to attorneys' fees, costs of defense and expert/consultant fees, and increased costs of construction, asserted against, imposed on, or suffered or incurred by Tenant (or the Premises) directly or indirectly arising out of or in connection with (i) any Hazardous Substances that have been introduced to the Premises at any time prior to the Commencement Date, and (ii) any breach of the foregoing representations and warranties.

The foregoing representations, warranties and indemnity of Landlord contained in this Section shall survive the expiration or sooner termination of this Lease.

## **Section 12. Indemnity.**

(a) Tenant shall indemnify and save harmless Landlord from and against any and all liability, damage, penalties or judgments, any and all actions, suits, proceedings, claims, demands, assessments, costs and expenses, including, without limitation, legal fees and



expenses, incurred in enforcing this indemnity, arising from injury to person or property sustained by anyone in and about the Premises resulting from any act or acts or omission or omissions of Tenant, or Tenant's officers, agents, servants, employees, contractors, or sublessees. Tenant shall, at its own cost and expense, defend any and all suits or actions, just or unjust, which may be brought against Landlord or in which Landlord may be impleaded with others upon any such above-mentioned matter, claim or claims, except as may result from the acts set forth in paragraph (b) of this Section.

(b) Except for its affirmative acts or negligence or the affirmative acts or negligence of its officers, agents, servants, employees or contractors, Landlord shall not be responsible or liable for any damage or injury to any property, fixtures, buildings or other improvements, or to any person or persons, at any time on the Premises, including any damage or injury to Tenant or to any of Tenant's officers, agents, servants, employees, contractors, customers or sublessees.

### **Section 13. Insurance.**

(a) Tenant shall provide, at its expense, and keep in force during the Term of this Lease, general liability insurance in a good and solvent insurance company or companies licensed to do business in the State in which the Premises is located, selected by Tenant, in the amount of at least two million dollars (\$2,000,000) per occurrence for bodily injury and for property damage with respect to the Premises. Such policy or policies shall include Landlord as an additional insured. Any insurance required to be provided by Tenant pursuant to this Lease may be provided by blanket insurance covering the Premises and other locations of Tenant and affiliates of Tenant, provided such blanket insurance complies with all of the other requirements of this Lease with respect to the insurance involved.

(b) During the Term of this Lease, Tenant shall keep all improvements erected or caused to be erected, at any time, by Tenant on the Premises insured for the benefit of Landlord and Tenant against loss or damage covered by a standard all risk insurance policy, in a minimum amount necessary to avoid the effect of co-insurance provisions of the applicable policies.

### **Section 14. Defaults**

(a) Defaults of Tenant.

(i) Tenant shall be in "Default" if (i) Tenant shall not have paid Rent or any other amount payable by Tenant pursuant to this Lease within thirty (30) days following Tenant's receipt of written notice from Landlord stating that such payment was not made prior to its due date (a "Monetary Default"); or (ii) Tenant shall not have performed any of the other covenants, terms, conditions or provisions of this Lease within sixty (60) days after Tenant's receipt of written notice specifying such failure.(a "Non-Monetary Default.)

(ii) If Landlord shall claim that Tenant is in Default, Landlord shall have all rights available to it to institute an action to recover damages, for injunctive and/or other equitable relief, or to recover possession of the Premises and terminate this Lease. Notwithstanding anything herein to the contrary, if there is a Monetary Default which arises out of a dispute as to an amount owed or the amount of an offset, this Lease shall not terminate if

Tenant pays to Landlord the amount the court determines to be owed within the period of time permitted by law, or ten (10) days after such determination if no such grace period is permitted.

(b) Defaults of Landlord.

(i) If Landlord shall fail to observe or perform any provision hereof and such failure shall continue for thirty (30) days after notice to Landlord of such failure, then a Default of Landlord shall exist under this Lease.

(ii) If a Default of Landlord shall have occurred and be continuing, Tenant may (i) terminate this Lease by giving Landlord notice of Tenant's intention to do so and (ii) seek remedies available at law and in equity, including without limitation monetary damages to compensate Tenant for the loss of revenue, tax consequences of termination and damages incurred as a result of Landlord's default, the parties hereto acknowledging that Tenant is incurring a substantial financial obligation based on the existence of this Lease and the inability of Tenant to operate its solar photovoltaic system on the Premises will directly result in such monetary damages to Tenant. If Tenant elects to terminate this Lease upon Landlord's default, then upon the fifteenth (15th) day next succeeding the giving of such notice, this Lease and the estate hereby granted shall terminate, and all rights of Landlord and obligations of Tenant hereunder shall terminate, and Rent shall be apportioned as of such date and Landlord shall promptly refund to Tenant any Rent theretofore paid which is allocable to the period subsequent to such date.

**Section 15. Waivers.**

Failure of Landlord or Tenant to complain of any act or omission on the part of the other party, no matter how long the same may continue, shall not be deemed to be a waiver by said party of any of its rights hereunder. No acceptance by Landlord of any partial payment shall constitute an accord or satisfaction but such payment shall only be deemed a partial payment on account.

**Section 16. Force Majeure.**

In the event that Landlord or Tenant shall be delayed, hindered in or prevented from the performance of any act required hereunder by reason of strikes, lock-outs, labor troubles, inability to procure materials, failure of power, restrictive governmental laws or regulations, riots, insurrection, the act, failure to act or default of the other party, war or other reason beyond their control, then performance of such act shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.

**Section 17. Notices.**

Whenever, pursuant to this Lease, notice or demand shall or may be given to either of the parties or their assignees by the other, each such notice or demand shall be in writing. The date of receipt of the notice or demand shall be deemed the date of the service thereof (unless the notice or demand is not received or accepted in the ordinary course of business, in which case the

date of mailing shall be deemed the date of service thereof). Notices shall be sent to the respective parties address stated on the first page hereof.

### **Section 18. Governing Law.**

This Lease and the performance thereof shall be governed, interpreted, construed and regulated by the laws of the State in which the Premises are located and all disputes arising hereunder shall be resolved in Watauga County, North Carolina.

### **Section 19. Holdover.**

If Tenant shall hold the Premises after the expiration of the Term hereof, such holding over shall, in the absence of written agreement on the subject, be deemed to have created a tenancy from month to month terminable on thirty (30) days notice by either party to the other, at a monthly rental equal to the monthly rental payable during the last year of said Term.

### **Section 20. Severability.**

If any term, covenant, condition or provision of this Lease or the application thereof to any person or circumstance shall, at any time or to any extent, be invalid or unenforceable, the remaining terms, covenants, conditions and provisions shall not be affected thereby, and each term, covenant, condition and provision of this Lease shall be valid and be enforced to the fullest extent permitted by law.

### **Section 21. Memorandum of Lease and Easement.**

Each party shall at any time, at the request of the other party, promptly execute and deliver duplicate originals of an instrument, in recordable form, which will constitute a Memorandum of Lease and Easement, setting forth a description of the Premises and easement area, the Term of this Lease and any other portions thereof, excepting the rental provisions, as such other party may request.

### **Section 22. Assignment.**

This Lease may not be assigned by Tenant without approval of Landlord, which shall not be unreasonably withheld, conditioned or delayed; provided, however, Tenant may assign this lease without Landlord's approval to Tenant's financial partner, SolTherm Energy, LLC and entities or funds established by SolTherm Energy, LLC for the purpose of facilitating the financing of the solar photovoltaic system to be constructed by Tenant through the use of various tax credits, grants and other similar programs. Any assignment, encumbrance or pledge by Landlord of this Lease or its rights in and to the Premises shall be subject to the terms and conditions of this Lease.

### **Section 23. Successors.**

This Lease shall extend to and bind the successors and assigns of Landlord and Tenant.

**Section 24. Entire Agreement.**

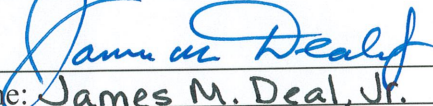
No oral statement or prior written matter shall have any force or effect. Tenant agrees that it is not relying on any representations or agreements other than those contained in this Lease. This Lease shall not be modified or canceled except by writing subscribed by all parties.

[Signatures Begin on the Following Page]

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

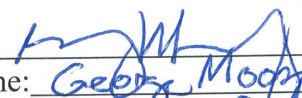
LANDLORD

WATAUGA COUNTY

By:   
Name: James M. Deal, Jr.  
Title: Chairman, Watauga County Board of Commissioners

TENANT

WATAUGA SOLAR, LLC

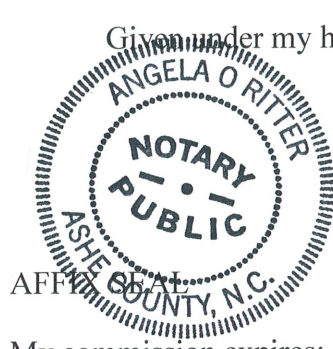
By:   
Name: George Moody  
Title: Managing Director

STATE OF NORTH CAROLINA )

COUNTY OF ~~WATAUGA~~ Ashe )

I, the undersigned authority, a Notary Public in and for said county in said state, hereby certify that James m. Deal Jr, in his capacity as Chairman of Watauga County BCC whose name is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of said instrument, he/she executed the same as his/her free act and deed and as the free act and deed of said limited liability company, on the day the same bears date.

Given under my hand and official seal this the 3<sup>RD</sup> day of September, 2010.



Angela O Ritter Angela O. Ritter  
Notary Public

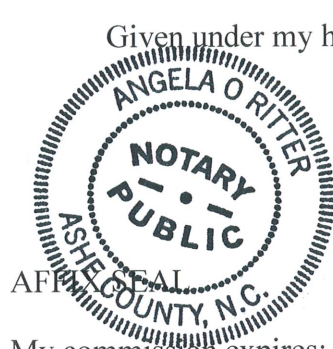
My commission expires: Nov. 26, 2011

STATE OF North Carolina )

COUNTY OF Ashe )

I, the undersigned authority, a Notary Public in and for said county in said state, hereby certify that George moody, in his capacity as Managing Director of Watauga Solar LLC, whose name is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the contents of said instrument, he/she executed the same as his/her free act and deed and as the free act and deed of said corporation, on the day the same bears date.

Given under my hand and official seal this the 3<sup>RD</sup> day of September, 2010.



Angela O Ritter Angela O. Ritter  
Notary Public

My commission expires: Nov. 26, 2011

**EXHIBIT A**  
**REAL ESTATE DESCRIPTION**





**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**BUILDERS MUTUAL INSURANCE COMPANY**

**ADDITIONAL INSURED ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

Except as otherwise stated in this endorsement, the terms and conditions of the policy apply to the insurance stated below.

**A.** The following is added to the Commercial General Liability Coverage Form, Section II – WHO IS AN INSURED:

**5.** The person(s) or organization(s) from whom equipment has been leased, but only with respect to their liability arising out of the maintenance, operation or use by you of equipment leased to you by such person(s) or organization(s), subject to the following additional exclusions:

This insurance does not apply:

- a.** To any "occurrence" which takes place after the equipment lease expires;
- b.** To "bodily injury" or "property damage" arising out of the sole negligence of the person or organization from whom equipment has been leased.

**6.** The person(s) or organization(s) shown in the Declarations as mortgagee, assignee, or receiver, but only with respect to their liability as mortgagee, assignee, or receiver and arising out of the ownership, maintenance, or use of the premises by you.

This insurance does not apply to structural alterations, new construction and demolition performed by or for that person or organization.

**7.** The person(s) or organization(s) from whom you lease property but only with

respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and subject to the following additional exclusions:

This insurance does not apply to:

- a.** Any "occurrence" which takes place after you cease to be a tenant in that premises.
- b.** Structural alterations, new construction or demolition operations performed by or on behalf of the person or organization from whom you lease property.

**8.** The person(s) or organization(s) from whom land is leased but only with respect to liability arising out of the ownership, maintenance or use of that part of land leased to you. The following additional exclusions apply:

This insurance does not apply to:

- a.** Any "occurrence" which takes place after you cease to lease that land;
- b.** Structural alterations, new construction or demolition operations performed by or on behalf of the person or organization from whom land has been leased.

**9.** Any state or political subdivision subject to the following additional provisions:

This insurance applies only with respect to the following hazards for which the state or political subdivision has issued a permit in connection with premises you own, rent,

**BCG 0013 02 05 (1<sup>st</sup> revision)**

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or control and to which this insurance applies:

- a. The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoistaway openings, sidewalk vaults, street banners, or decorations and similar exposures; or
  - b. The construction, erection, or removal of elevators; or
  - c. The ownership, maintenance, or use of any elevators covered by this insurance.
10. Any architect, engineer or surveyor engaged by you but only with respect to liability arising out of your premises or "your work".

This insurance, with respect to such architects, engineers, or surveyors, does not apply to "bodily injury", "property damage", "personal injury" or "advertising injury" arising out of the rendering or failure to render any professional services by or for you including:

- a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field order; change orders, or drawings and specifications; and
  - b. Supervisory, inspection, architectural or engineering activities.
11. Any person or organization other than an architect, engineer or surveyor, which requires in a "work contract" that such person or organization be made an insured under this policy. However, such person or organization shall be an insured only with respect to covered "bodily injury", "property damage", "personal injury" and "advertising injury" caused, in whole or in part, by:
- a. Your acts or omissions; or
  - b. The acts or omissions of those acting on your behalf;

In the performance of your ongoing operations for the additional insured(s) only at the location designated by the "work contract"

The coverage afforded to such person or organization does not apply to "bodily injury", "property damage", "personal injury" and "advertising injury" occurring after the earliest of the following times:

- a. When "your work" under the "work contract" (other than service, maintenance or repairs) has been completed.
  - b. When that portion of "your work" under the "work contract" out of which any injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
  - c. When our coverage for you under this policy or a renewal of this policy terminates and is not continued by other insurance provided by us.  
"Work contract" means a written agreement into which you enter for work performed by you or on your behalf.
12. Any person or organization to whom you are obligated by virtue of a written "insured contract" to provide insurance such as is afforded by this policy, but only with respect to liability arising out of the ownership, maintenance, or use of that part of any premises or land leased to you.

This does not apply to:

- a. Any "occurrence" that takes place after you cease to be a tenant on those premises, or cease to lease the land; or
- b. Structural alterations, new construction or demolition operations performed by or on behalf of such insured.



# WATAUGA COUNTY TAX ADMINISTRATION

*Courthouse, Suite 21 – 842 West King Street – Boone, NC 28607 – (828) 265-8036  
FAX (828) 265-8140*

## MEMORANDUM

TO: Deron T. Geouque

FROM: Larry Warren *LW*

SUBJECT: 2014 Revaluation Process/Schedule

DATE: 02/18/13

The last tax revaluation was effective for January 1, 2006. The next revaluation date is scheduled to be effective January 1, 2014.

The 2014 Revaluation process planning calendar will divide the process into three phases: Data Collection, Review and Appeals. The three phases will involve 26 different planning calendar tasks. The Data Collection process for commercial properties began in July 2008 and was completed in early 2009. This involved a site visit to improved properties to measure and check current building data. There are approximately 3,000 commercial properties, 2,000 of those being concentrated in Boone and Blowing Rock. The revaluation process and consulting contract with RSM Appraisal Service was put on hold and will resume in April. The residential review process of each property began this month and is scheduled to be completed in August, 2013.

The estimated number of parcels for January 1, 2014 is 48,500. This equates to approx. 3,000 commercial/exempt and 45,500 residential properties. Value notices for the 2014 revaluation are scheduled to be mailed in February, 2014 with an effective date of January 1, 2014. The appeal phase of the project begins immediately after valuation notices are mailed.

The Schedule of Values are to be adopted by the Board of Commissioners in June, 2013. The schedules encompass a comprehensive cost/sales study of the local real estate market. These schedules provide the main source of guidance in the mass appraisal process.

The 2012 sales ratio study conducted by the Department of Revenue as valorem tax division will show the county sales ratio to be approx. 102%. The study measures the percentage of 2011 sales prices to the current tax valuation as of January 1, 2012. The tax valuation for January 1, 2014 would be set at current market values which will reflect sales prices during the year 2013.

Please let me know if you need additional information and I will be available to answer any questions you may have about the revaluation project.

## CAPITAL PROJECTS SUMMARY

2/18/2013

Project Description	6/30/2012	2012/13	Transfer	Transfer	Estimated
	Balance	Budget	In	Out	6/30/2013
					Balance
Tax Office Orthos	25,452				25,452
Courthouse Complex	0				0
East Annex Renovations	320,999				320,999
Watauga Co. Schools-CIP	0				0
Debt Service Plan	4,145,187	-1,500,000			2,645,187
Recreation-Future Park Development	192,270				192,270
Recreation-Complex Pool Repair	273,075				273,075
Data Processing	428,650				428,650
Emergency Communications	825,599				825,599
Industrial Park (EDC)	432,440				432,440
Future County Building(s)	503,534				503,534
Eastern Community Center	51,447				51,447
Animal Control	0				0
Total Available	7,198,652	-1,500,000	0	0	5,698,652

<b>GENERAL FUND</b>	Budget Year 2012-2013	Planning Year 2013-2014	Planning Year 2014-2015	Planning Year 2015-2016	Planning Year 2016-2017	Planning Year 2017-2018	TOTAL
<b>GENERAL GOVERNMENT</b>							
Intranet/Computerization	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Voting Machines	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
Debt Service Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>PUBLIC BUILDINGS</b>							
Asphalt Maintenance	\$0	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$400,000
Facilities Maintenance/Renovations	\$0	\$473,000	\$473,000	\$473,000	\$473,000	\$473,000	\$2,365,000
Future County Buildings	\$0	\$1,260,000	\$1,260,000	\$1,260,000	\$1,260,000	\$1,260,000	\$6,300,000
<b>PUBLIC SAFETY</b>							
LEC Future Expansion	\$0	\$142,600	\$142,600	\$142,600			\$427,800
Emergency Communications	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
<b>EDUCATION</b>							
CCC&TI Campus Expansion	\$0	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$3,750,000
WC Schools - Future Needs	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
<b>ECONOMIC/PHYSICAL DEVELOPMENT</b>							
Commerce Park	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water and Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Work Force Housing	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>CULTURAL &amp; RECREATIONAL</b>							
Community Facilities	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
Future Facilities/Park Development	\$0	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,460,000	\$12,460,000
Facility Renovations and Upgrades	\$0	\$708,463	\$813,463	\$146,312	\$106,312	\$106,312	\$1,880,862
<b>TOTALS</b>	<b>\$0</b>	<b>\$7,354,063</b>	<b>\$7,459,063</b>	<b>\$6,791,912</b>	<b>\$6,609,312</b>	<b>\$6,569,312</b>	<b>\$34,783,662</b>

## Property Acquired in Last 5 Years

### **Rocky Knob Park**

47.1877 acres

Acquired in 2010

PARTF grant, bike park

### **Tweetsie Railroad Park**

94.38 acres(46% interest - Tract A)

47.39 acres(34% interest - Tract B)

Acquired in 2009

Economic Development

### **Watauga Gorge Park**

3.08 acres

Acquired in 2010

Paddle Boat Access to Watauga River

### **Pine Run**

Encroachment less than 1 acre

Acquired in 2012

Paddle Boat Access to New River

### **Middle Fork properties**

.819 acres

3.658 acres

1.36 acres

Easement 1.646 acres

Acquired in 2012

Greenway Trail

# MAP 4: MIDDLE FORK GREENWAY







# Proposed South Fork New River Greenway

Extension of Boone Greenway to Brookshire Park

**LEGEND**

- ★ Proposed Trailhead & Parking
- Proposed Pedestrian & Bicycle Bridge
- Proposed Greenway Trail Alignment
- Existing Trail or Greenway
- - - Boone Town Limit (Boundary Approximate)
- County Land

Watauga County 2005 Aerial Photography with 10' contours shown in orange.

Plan by Teresa Buckwalter, ASLA  
Brushy Fork Environmental Consulting, Inc.

This plan is not intended for construction





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# WATAUGA COUNTY

OFFICE OF THE  
COUNTY MANAGER

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Administration Building, Suite 205 – 814 West King Street – Boone, NC 28607 – (828) 265-8000  
TDD 1-800-735-2962 – Voice 1-800-735-8262 – FAX (828) 264-3230

## Year 2012 Compliance Report

### Watauga County Ambulance Franchise Agreement

The County Manager bases this report on the compliance visit on December 27, 2012. All equipment, records, and reports reviewed appeared to comply with both the Watauga County Ambulance Franchise Ordinance as well as the Ambulance Franchise Agreement between Watauga Medics, Inc. and Watauga County effective January 1, 2013. Following is a representative but not all-inclusive review of compliance issues.

#### Contract Items

1 – 7 – The franchise has not been sold, assigned, transferred, nor has there been any change in legal or equitable ownership. The new contract is effective through December of 2019.

6 & 7 – Personnel, vehicles, supplies and equipment appeared to be maintained as specified in the Contract. A current roster of 37 employees will be included in the Watauga Medics, Inc. annual report. Certificates for all current vehicles have been renewed by the State. Currently 9 vehicles (3 of which are 4x4's with a fourth to be delivered in 2 months) are in service. No vehicle has been placed in service with more than 50,000 miles and most vehicles are purchased new.

8, 9 & 10 – Base one (located at 921 West King Street, Boone, NC) is provided by Watauga County and base two is located at 133 Longview Road, Boone, NC. No issues have been reported with regards to facility maintenance and repairs.

11, 12 & 13 – Items are to be included with the Watauga Medics, Inc. annual report. Five 12 lead Zoll EKG defibrillators continue to be in service.

14 – Radios have been narrow banded to comply with 2013 standards and exceed requirements of contract standards. A new radio repeater, antenna, and cables were purchased and installed.

15 – All full-time employees are issued radios, with pagers issued to part-time employees.

16 – Response times will be included in the Watauga Medics, Inc. annual report.

17 – Dr. Tara Connelly continues to serve as the medical director. The County and Watauga Medics pay \$12,000 each for Dr. Connelly to serve as the medical director.

18, 19 & 20 – According to Mr. Sullivan, all mutual aid agreements are up to date and Watauga Medics equipment and personnel are available to the Watauga County Emergency Management Office during any declared State of Emergency.

21 – The first responder training records were observed and Owner states that the supplies are being restocked per request with no complaints or problems regarding communications with the first responder group. All Watauga Medics, Inc. sponsored training is open to all first responders. Also, first responder representatives meet quarterly with Watauga Medics. BLS training for first responders is offered monthly. Watauga Medics continues to be a licensed teaching institute by NCOEMS and a copy of the certificate was submitted with the annual report.

22 – Base rates are as specified in the Contract as approved by the Watauga County Board of Commissioners and are effective as of January 1, 2013.

23 – The Franchisee billing policy was examined. Payment arrangements are available to clients.

24 – All records required by Section 12 of the Ordinance are included with the quarterly reports. Record totals will be included with the annual report as submitted by the Franchisee. Mr. Sullivan was also reminded of the requirement to submit an audit to the Board of Commissioners prior to March 31, 2013, and a budget by May 15, 2013.

25 – The billing policies are included with the Franchisee’s annual report.

26 – Training records for all employees appeared to be in very good condition.

27, 28, and 29 – Compliant.

30 & 31 – Based on contract negotiations and the effective renewal date of January 1, 2013 there is no COLA for the first year of the contract.

32 & 33 – County will receive a copy of additional insured when new policy is issued January 1, 2013. Insurance remains current and in place. Watauga County is listed as an “additional insured” on existing policies.

The County Manager’s compliance report in addition to the Watauga Medics, Inc. fiscal year 2012 report with the requested inclusions indicates that Watauga Medics, Inc. appears to be in compliance with both the Ordinance and the Contract.

Respectfully Submitted,

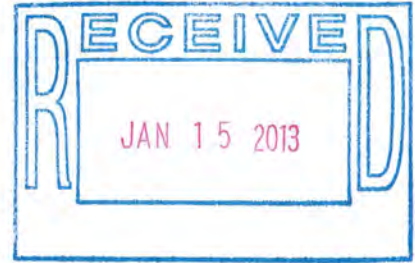
Deron Geouque  
County Manager

# Watauga Medics Inc.

921 W. King St. Boone NC 28607 Ph: 828 264 9486 Fax: 828 264 9482 email: medics@boone.net

January 15, 2013

RE: Yearly Report form Watauga Medics Inc.



Watauga Medics Inc. is pleased to present our yearly report. I have included all the documents as specified in the *ambulance franchise ordinance section XI*. Please feel free to contact me anytime if you would like an further information and I will gladly compile it for your review.

# Watauga Medics Inc.

921 W. King St. Boone NC 28607 Ph: 828 264 9486 Fax: 828 264 9482 email: medics@boone.net

## Year 2012 at a Glance

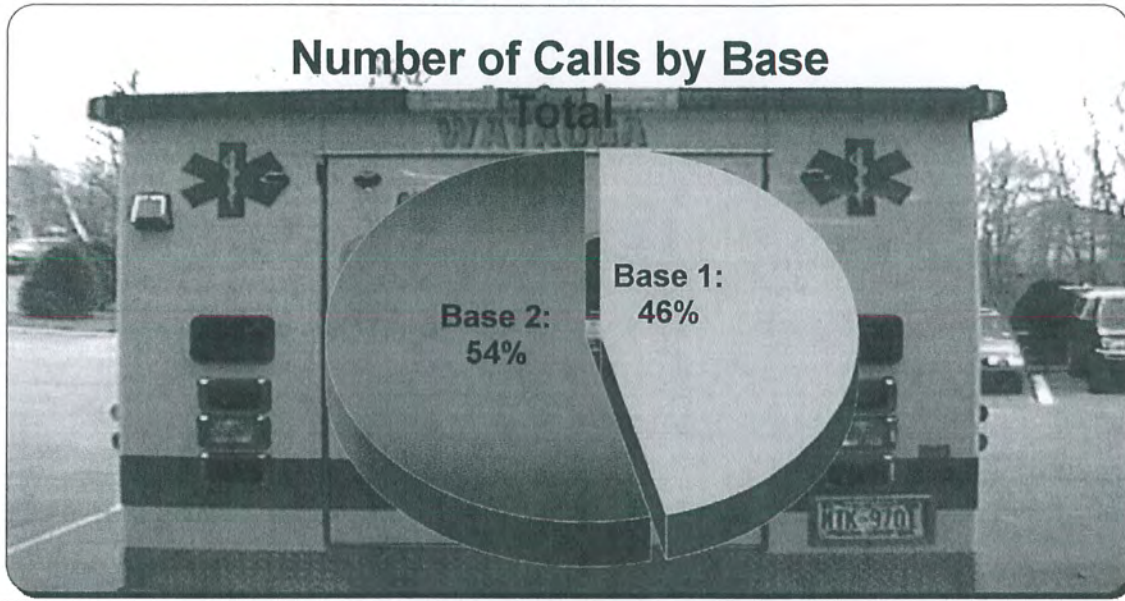
<b>Total Number of Calls:</b>	<b>4,714</b>
<b>Number of No Transports:</b>	<b>982</b>
<b>Total Patients Transported:</b>	<b>3,728</b>
<b>Yearly Average Response Time:</b>	<b>9:25</b>
<b>Total Out of County Transports:</b>	<b>562</b>
<b>Total Out Of County Emergency Tranports:</b>	<b>178</b>
<b>Total Number of Emergency Calls:</b>	<b>2,027</b>
<b>Total Number of Patients Transported Emergency:</b>	<b>1,003</b>
<b>Total Number of Calls in Boone Fire District:</b>	<b>3,114</b>
<b>Total Calls other than Boone:</b>	<b>1,600</b>
<b>Busiest Fire District other than Boone:</b>	<b>Blowing Rock</b>
<b>Average Number of Calls per Day:</b>	<b>12.92</b>
<b>Most calls during one day:</b>	<b>25</b>
<b>Fewest calls in one day:</b>	<b>1</b>
<b>Yearly average percent increase in calls over last 20 years:</b>	<b>4.28%</b>
<b>Percentage of Calls that resulted in No Transports (NTP's):</b>	<b>21%</b>
<b>Total Number of DOA's for Year:</b>	<b>24</b>
<b>Total Number of Patients flown from the scene:</b>	<b>28</b>

## Watauga Medics Inc. Year 2012 Annual Report

For Year ending 2012

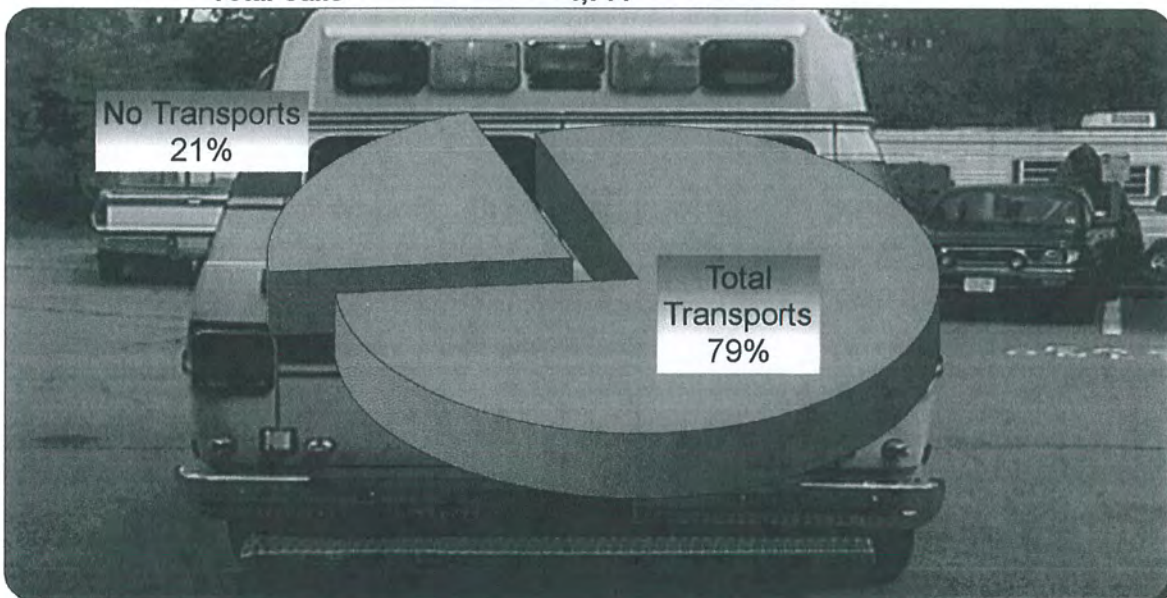
Calls for each Base

Base 1:	2,165
Base 2:	2,549
<b>Total Number of Calls</b>	<b>4,714</b>



### No Transports compared to Total Calls

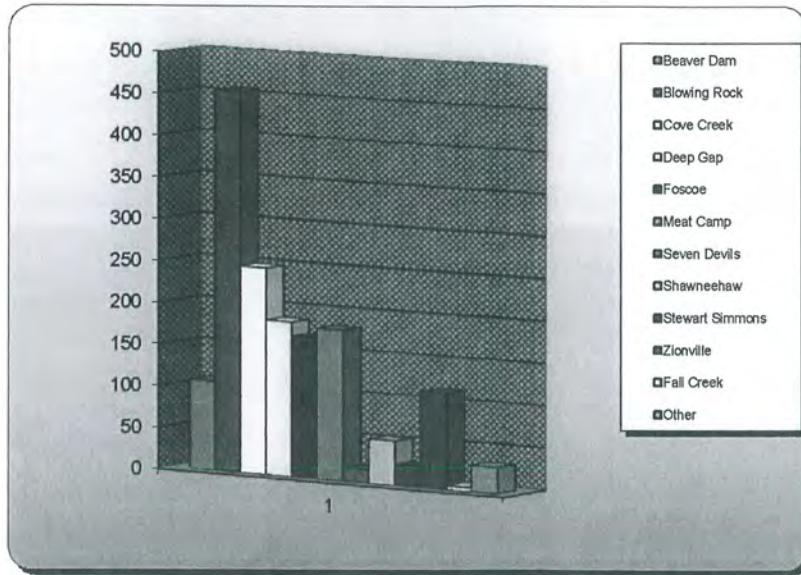
Total Transports	3,728
No Transports	986
<b>Total Calls</b>	<b>4,714</b>



## Watauga Medics Inc. Year 2012 Annual Report

For Year Ending 2012

<u>Calls by Fire District</u>	<u>Number</u>
Beaver Dam	107
Blowing Rock	<b>455</b>
Cove Creek	247
Deep Gap	185
Foscoe	168
Meat Camp	180
Seven Devils	16
Shawneehaw	53
Stewart Simmons	25
Zionville	114
Fall Creek	5
Other	31

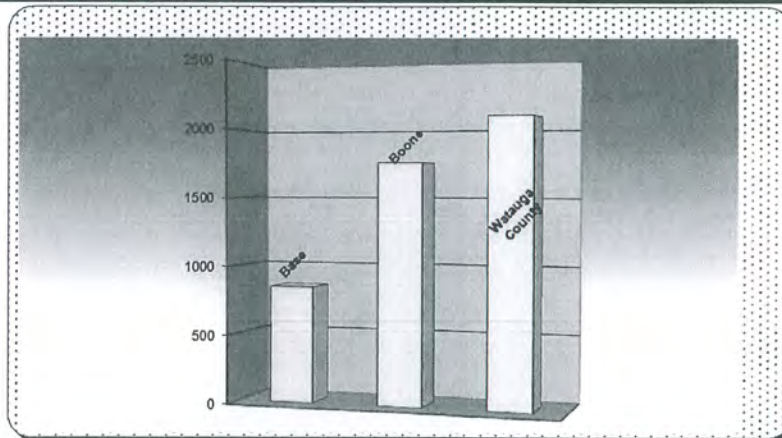


**Calls by Fire District Other Than Boone: 1,586**

Total Calls in Boone

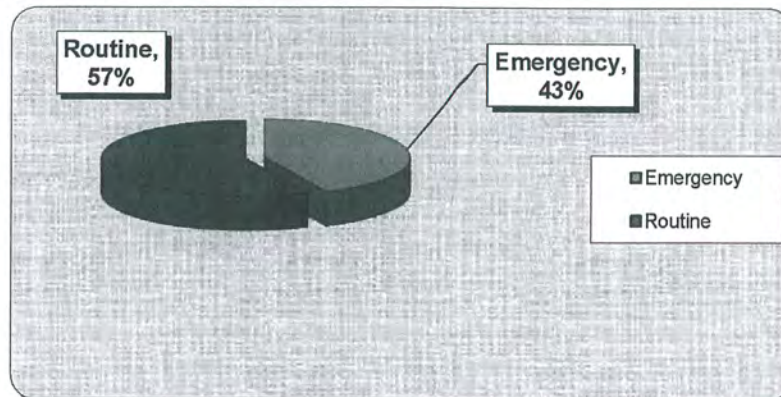
### Calls dispatched by agency:

<u>Agency</u>	<u>Number</u>
Base	850
Boone	1,757
Watauga County	<b>2,085</b>
Other	22
<b>Total Number</b>	<b>4,714</b>



### Calls by type of response used:

<u>Type of Response</u>	<u>Number</u>
Emergency	2,027
Routine	2,687
<b>Total</b>	<b>4,714</b>

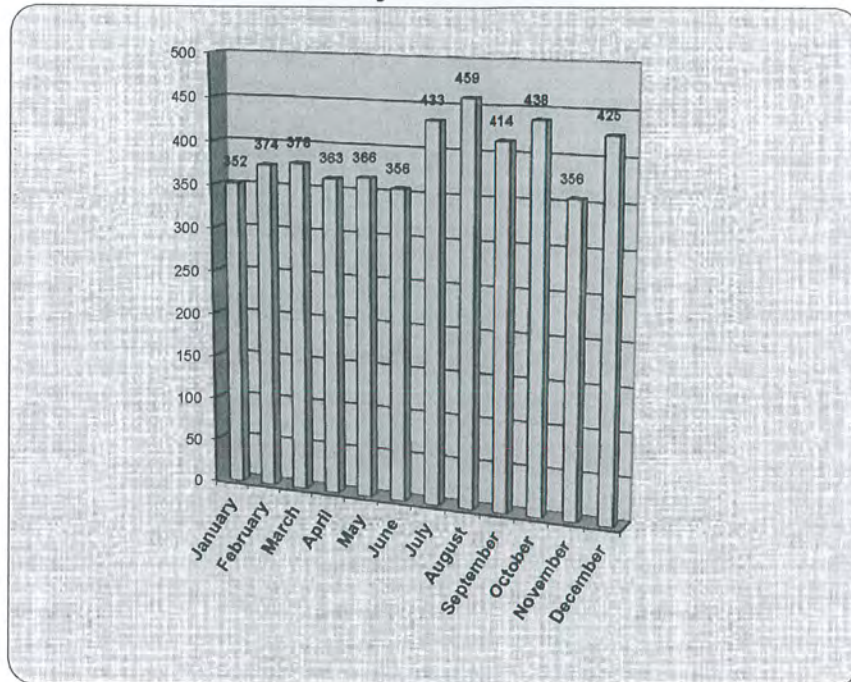


## Watauga Medics Inc. Year 2012 Annual Report For Year ending 2012

### Calls by the Month

<u>Month</u>	<u>Calls</u>
January	352
February	374
March	378
April	363
May	366
June	356
July	433
August	459
September	414
October	438
November	356
December	425

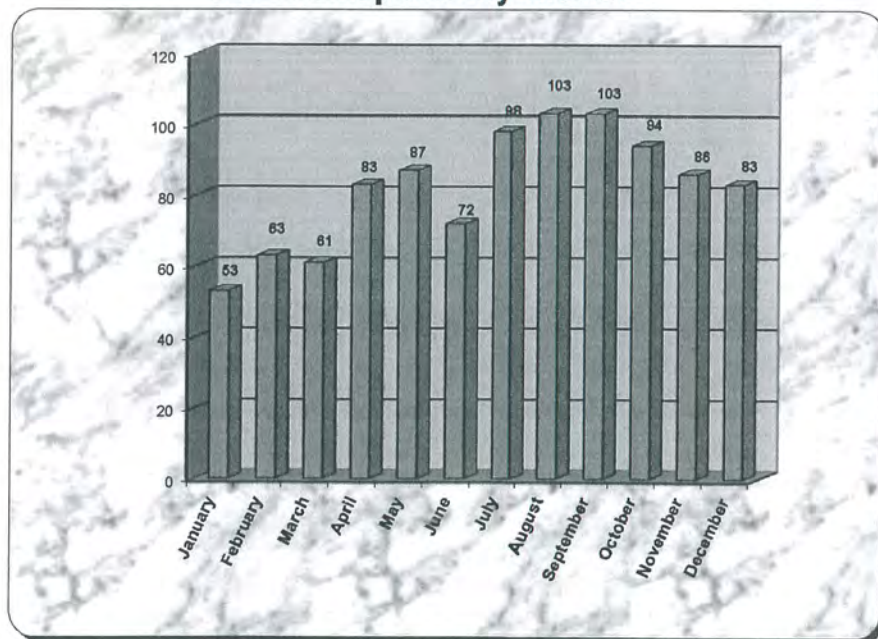
**Total Calls      4,714**



### No-Transports by Month

<u>Month</u>	<u>NTP's</u>
January	53
February	63
March	61
April	83
May	87
June	72
July	98
August	103
September	103
October	94
November	86
December	83

**Total                      986**



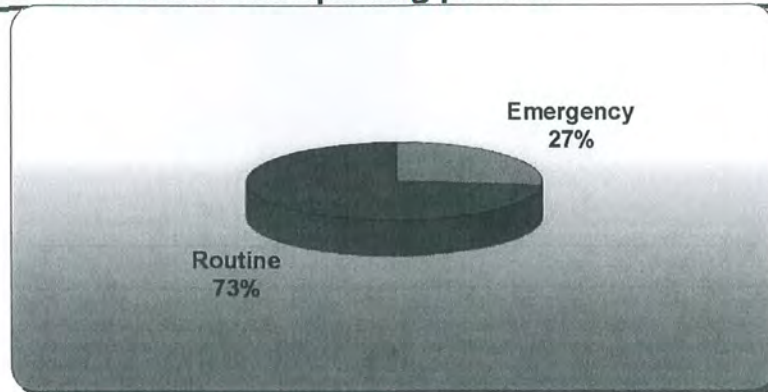


Watauga Medics Inc. Year 2012 Annual Report

For Year Ending 2012

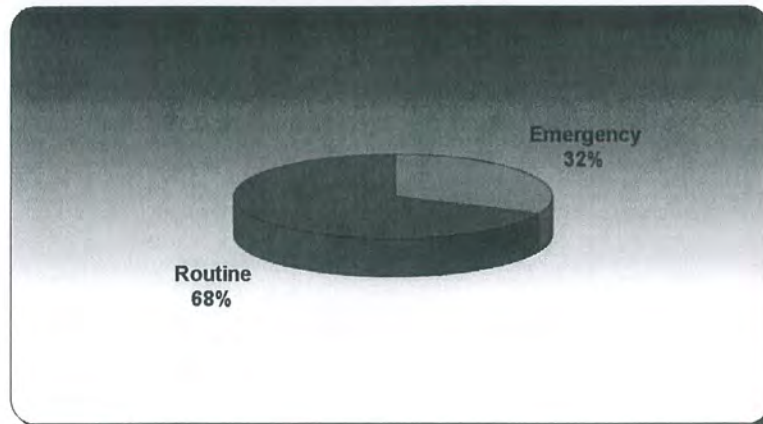
Type of response used while transporting patients

<u>Transport Type</u>	<u>Number</u>
Emergency	1,003
Routine	2,725
<b>Total Transports</b>	<b>3,728</b>



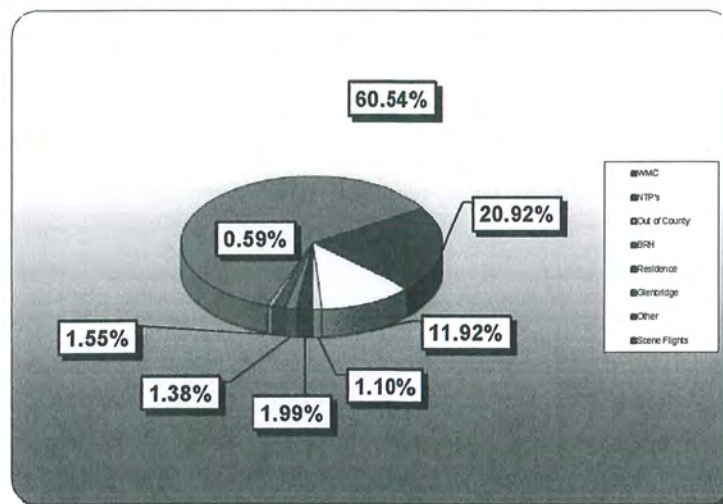
Type of Traffic for Out-Of-County Trips

<u>Traffic</u>	<u>Number</u>
Emergency	178
Routine	384
<b>Total Out of County</b>	<b>562</b>



Destination of Calls

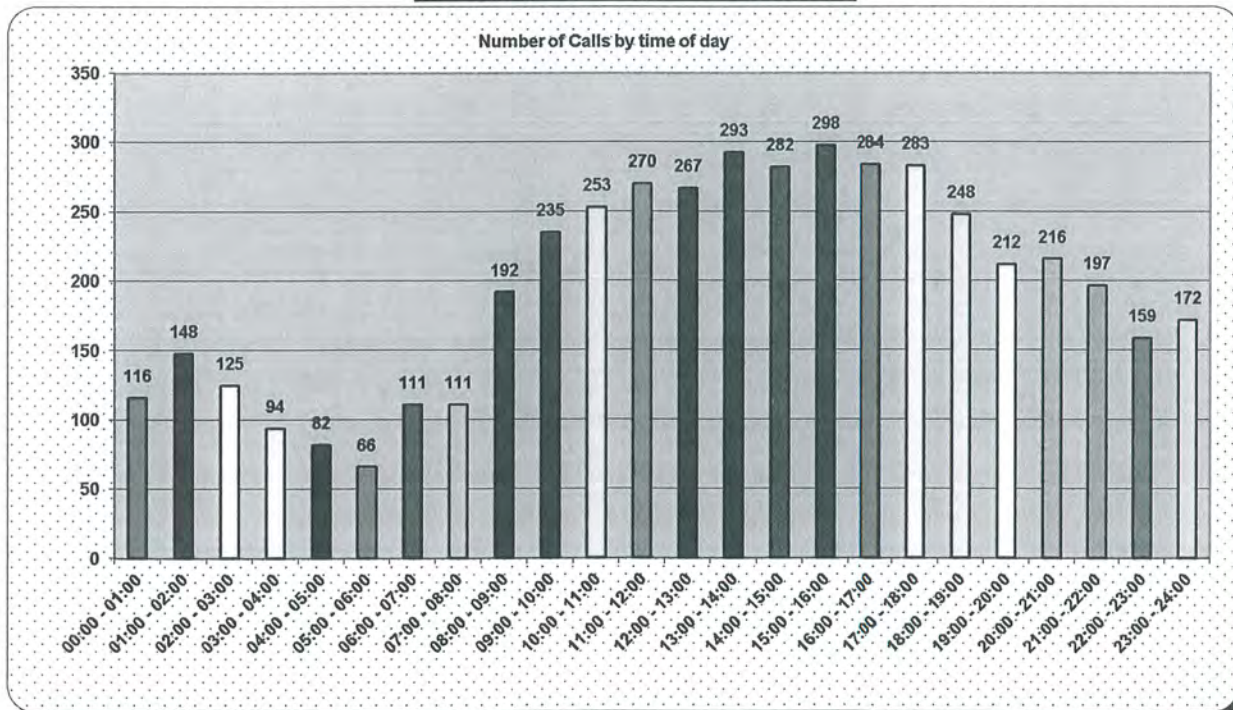
<u>Destination</u>	<u>Number</u>
WMC	2,854
NTP's	986
Out of County	562
BRH	52
Residence	94
Glenbridge	65
Other	73
Scene Flights	28
<b>Total</b>	<b>4,714</b>



- \* BRH: Blowing Rock Hospital
- \* WMC: Watauga Medical Center
- \* NTP: No Transports

## Watauga Medics Inc. Year 2012 Annual Report

<u>Time of Day</u>	<u>Number of Calls</u>
00:00 - 01:00	116
01:00 - 02:00	148
02:00 - 03:00	125
03:00 - 04:00	94
04:00 - 05:00	82
05:00 - 06:00	66
06:00 - 07:00	111
07:00 - 08:00	111
08:00 - 09:00	192
09:00 - 10:00	235
10:00 - 11:00	253
11:00 - 12:00	270
12:00 - 13:00	267
13:00 - 14:00	293
14:00 - 15:00	282
15:00 - 16:00	298
16:00 - 17:00	284
17:00 - 18:00	283
18:00 - 19:00	248
19:00 - 20:00	212
20:00 - 21:00	216
21:00 - 22:00	197
22:00 - 23:00	159
23:00 - 24:00	172



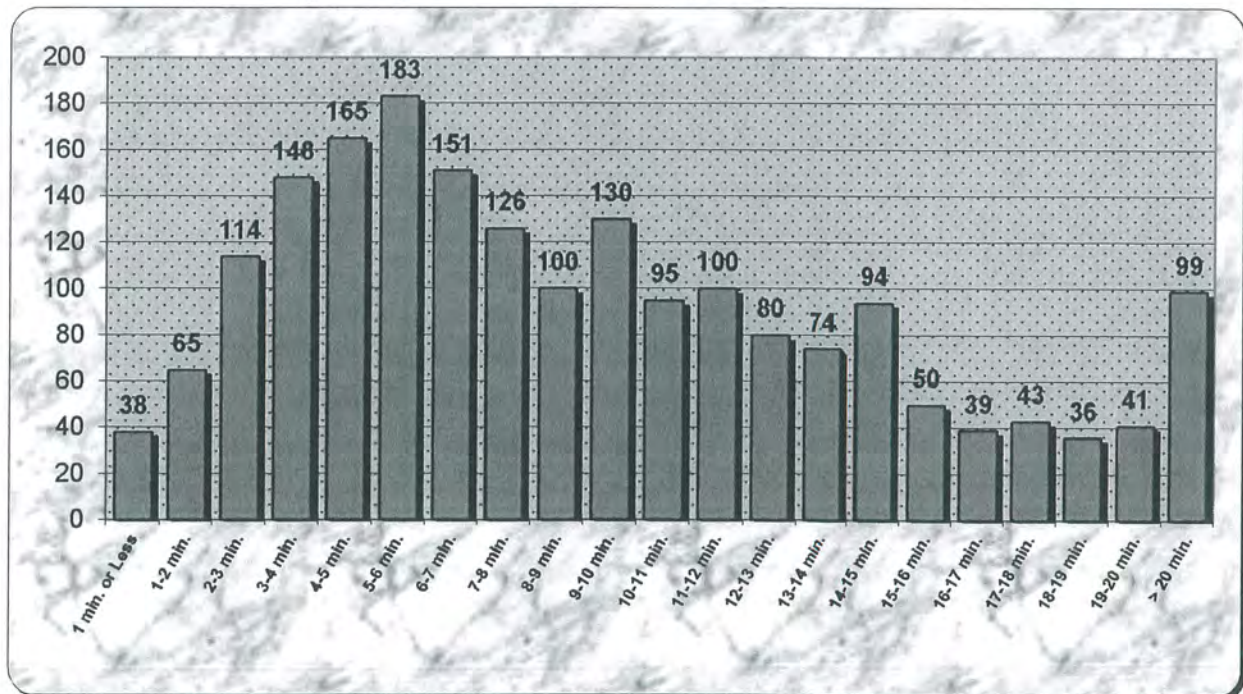
## Watauga Medics Inc. Year 2012 Annual Report

### Response Times For Year Ending 2012

<u>Response Times</u>	<u>Number</u>
1 min. or Less	38
1-2 min.	65
2-3 min.	114
3-4 min.	148
4-5 min.	165
5-6 min.	183
6-7 min.	151
7-8 min.	126
8-9 min.	100
9-10 min.	130
10-11 min.	95
11-12 min.	100
12-13 min.	80
13-14 min.	74
14-15 min.	94
15-16 min.	50
16-17 min.	39
17-18 min.	43
18-19 min.	36
19-20 min.	41
> 20 min.	99

**Total Emergency Responses** **1,971**

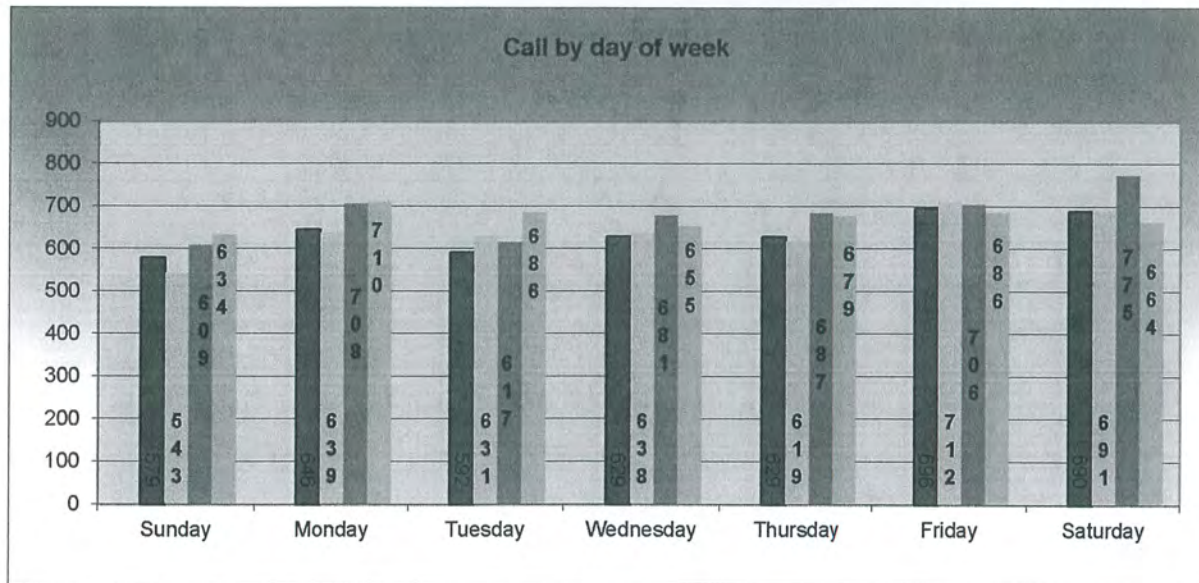
**Yearly Average Response Time:** **9:32**



# 2012

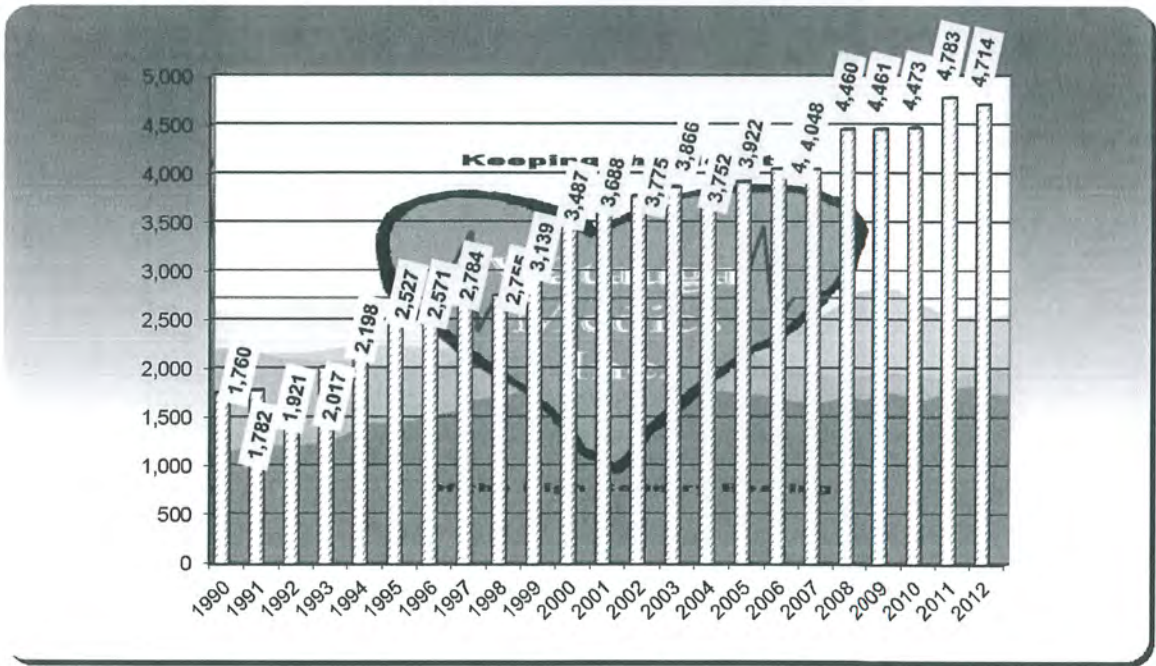
year	2009	2010	2011	2012
Sunday	579	543	609	634
Monday	646	639	708	710
Tuesday	592	631	617	686
Wednesday	629	638	681	655
Thursday	629	619	687	679
Friday	<b>696</b>	<b>712</b>	706	686
7 Saturday	690	691	775	664
	<b>4,461</b>	<b>4,473</b>	<b>4,783</b>	<b>4,714</b>

**Total Calls by Day of The Week**



## Watauga Medics Inc. Year 2012 Annual Report

Total Number of Calls by Year		Number Increase/Decrease		
Year	Total Calls	Year	Change	
1990	1,760	1990	?	
1991	1,782	1991	22	1.23%
1992	1,921	1992	139	7.24%
1993	2,017	1993	96	4.76%
1994	2,198	1994	181	8.23%
1995	2,527	1995	329	13.02%
1996	2,571	1996	44	1.71%
1997	2,784	1997	213	7.65%
1998	2,755	1998	-29	-1.05%
1999	3,139	1999	384	12.23%
2000	3,487	2000	348	9.98%
2001	3,688	2001	201	5.45%
2002	3,775	2002	87	2.30%
2003	3,866	2003	91	2.35%
2004	3,752	2004	-114	-3.04%
2005	3,922	2005	170	4.33%
2006	4,053	2006	131	3.23%
2007	4,048	2007	-5	-0.12%
2008	4,460	2008	412	9.24%
2009	4,461	2009	1	0.02%
2010	4,473	2010	12	0.27%
2011	4,783	2011	310	6.48%
2012	4,714	2012	-69	-1.46%



## 2012 Emergency Calls by Fire Districts

Fire District	Number of Emergency Calls
BDFD	66
BFD	1,147
BRFD	173
CCFD	147
DGFD	111
FFD	89
MCFD	104
SSFD	17
SHFD	26
ZFD	67
<b>1,947</b>	



### Emergency Response times by district yearly Average:

BDFD	66	0:21:50
ZFD	67	0:15:08
CCFD	147	0:13:09
<b>all three combined</b>	<b>280</b>	<b>0:16:43</b>
<b>BRFD</b>	<b>173</b>	<b>0:12:07</b>
FFD	89	0:12:26
MCFD	104	0:12:56
SSFD	17	0:20:22
SHFD	26	0:23:31
BFD	1,147	0:06:10
DGFD	111	0:13:52

### Training Numbers for 2012

129 classes held through our training institution—Watauga Medics Institute for EMS Education  
230 hours of classroom training.

Our employees' attended hours totaled together at our training institute were 1443.

Multiple ACLS, PALS, and CPR classes held at our base throughout the year. Multiple ITLS classes held in our system in coordination with Watauga Rescue.

Our training institution was renewed as an Advanced Educational Institute by the state, allowing us to continue conducting our own continuing education classes up to the paramedic level (and all levels leading up to that) as well as conducting initial classes for all NC EMS certifications and classes at our discretion. Of the 146 education institutes in the state, only 23 are system-run advanced education institutions, of which ours is one. To put it another way, 77 counties rely solely on their local community college for all their educational needs. We are in the fortunate minority that can utilize both our local community college and our own institution for custom-tailoring classes to our own needs.

The day-to-day training in 2012 covered a wide variety of topics. In-depth, multi-week trainings were centered around two courses: Advanced Medical Life Support and Pediatric International Trauma Life Support. These are generally taught as one to two day standalone classes; however, they are both so content-rich and scenario-driven that we delved into to each for several weeks with excellent results.

The AMLS classes strive to push the provider to consider a wider range of differential diagnoses by expanding the providers' medical assessment. AMLS truly pushes a provider into a higher level of cognitive processing as related to the patient, his/her potential ailment, and treatment modalities.

Pediatric ITLS gives us license to practice the most dreaded event: pediatric trauma. Due to events of the last year, this series of trainings was particularly apropos for knowledge, hands-on practice, and as a means of stress debriefing from past pediatric calls.

Approximately two months of trainings were on pharmacology review and drug calculation practice.

Trainings on winter driving, new software, documentation, stroke, protocol changes, cardiology, pediatric advanced life support review, advanced cardiac life support review, equipment training (pediatric equipment, CPAP, capnography) CPR review, scene safety, professionalism, and site training at Rocky Knob were all covered throughout the year.

This year, we implemented a new physical fitness standard for existing and new employees called MEDPAT, which stands for Medic Physical Agilities Test. This test follows a series of exercises which mimic ones performed on calls. It also gives us a baseline for our employees' level of physical fitness both in their agility and their overall cardiovascular health.

As we do every year, we held required annual advanced life support skills testing. The level of expectation and difficulty was increased this year as participants had to demonstrate their skills within scenario-based testing, making it necessary to not only perform the skill correctly, but also recognize when it is appropriate to administer it. We had a lot of positive feedback from the skills day both as a testing tool and a learning tool. The difficulty and expectations at our annual skills are much higher than the minimums suggested by the state.

A NC/National Registry Paramedic refresher class was held at Watauga Medics for any employees wishing to become national registry paramedics in addition to being NC paramedics. This was a 48 hour class conducted by Caldwell Community College at our request.

# Watauga Medics Inc.

921 W. King St. Boone NC 28607 Ph: (828) 264-9486 Fax: (828) 264-9482

January 12, 2013

RE: Billing Policy

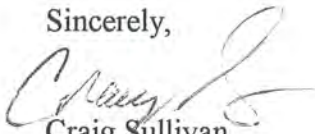
Watauga Medics Inc. bills all claims for patients that are Medicare recipients. After Medicare has processed a claim, we receive a *Medicare Remittance Notice* stating how the claim was processed. If Medicare denies the claim and states that the Patient is responsible for the charges, we then bill the Patient. If the Patient has private insurance, we file a claim to their insurance company after Medicare pays.

If a patient is a Medicare and Medicaid recipient, Medicare is filed first. Medicaid pays after Medicare pays.

For all other Patients, we bill the patient the appropriate charges, in accordance with our contract, along with an insurance information sheet. If a completed insurance information sheet is returned, we submit the claim to the insurance company. If partial payment is received from an insurance company, the patient is responsible for the remainder. If the insurance company denies the claim, the Patient is responsible for the entire bill. Our billing cycle is setup on a 120-day schedule. If we receive no response after 120 days (four statements) the account is sent to a collection agency. If at any time during the 120-day billing cycle, the patient contacts our office and offers to make payments, we will hold the account as long as payments are made regularly. No interest charge is added to any patient account.

We are a participating provider with blue cross/blue shield which speeds up their payment procedures and protects the patient from expensive insurance denials.

Sincerely,



Craig Sullivan  
Director



Path: [Search Institutions](#) > [View Institution](#)

### Institution: Watauga Medics Inc.

#### Location Information

Name: **Watauga Medics Inc.**  
 Physical Address: **921 West King Street**  
**Boone,**  
**NC 28607**  
 County: **Watauga**  
 Mailing Address: **921 West King Street**  
**Boone,**  
**NC 28607**  
 County: **Watauga**

#### General Information

Website:  
 Phone Number: **828-264-9486**  
 Fax Number:  
 Status: **Open**

#### Demographics

Institution Number: **95164**  
 Contract Number:  
 Institution Category: **EMS Provider Program**  
 Institution Type: **Advanced**

	<b>I</b>	<b>R</b>	<b>C</b>	<b>E</b>
EMT-Basic	✓	✓	✓	✓
EMT-Intermediate	✓	✓	✓	✓
EMT-Paramedic	✓	✓	✓	✓
Medical Responder	✓	✓	✓	✓
Emergency Medical Dispatch	✓	✓	✓	✓

#### Institution Credentials

Issue Date	Exp. Date	Status
07/23/2012	07/31/2016	Active

#### Personnel

2 items found, displaying all items. 1

Name	Job Title(s)	Phone Number	
David W Paine	Primary Contact, Program Director	828-264-9500	<a href="#">View</a>   <a href="#">Delete</a>
Craig J Sullivan	President, Primary Contact	828-264-9486	<a href="#">View</a>   <a href="#">Delete</a>

Export options: [CSV](#) | [Excel](#) | [XML](#)

[SHOW ALL](#) [ADD](#)

#### Offered Courses

4 items found, displaying all items. 1

Course Number	Course Name	Course Dates	Instructor	
105241	CE Local Medical Responder	08/01/2012 - 07/31/2016	David W Paine	<a href="#">View</a>
105294	CE Local EMT-Paramedic	08/01/2012 - 07/31/2016	David W Paine	<a href="#">View</a>
105295	CE Local EMT-Basic	08/01/2012 - 07/31/2016	David W Paine	<a href="#">View</a>
105297	CE Local EMT-Intermediate	08/01/2012 - 07/31/2016	David W Paine	<a href="#">View</a>

Export options: [CSV](#) | [Excel](#) | [XML](#)

Path: Search Agencies > View Agency

### Agency: Watauga Medics Inc.

#### Location Information

Name: **Watauga Medics Inc.**  
 Physical Address: **921 West King Street**  
**Boone,**  
**NC 28607**  
 County: **Watauga**  
 Mailing Address: **921 West King St**  
**Boone,**  
**NC 28607**  
 County: **Watauga**

#### General Information

Website: **www.wataugamedics.com**  
 Phone Number: **828-264-9486**  
 Fax Number: **828-264-9482**  
 Emergency Number:  
 Status: **Open**

#### Services

Service Level: **EMT-Paramedic**  
 Primary Service: **911 Response (Scene) with Transport Capability**  
 Other Services:

#### Agency Properties

Agency Number: **0951125**  
 Associated System: **Watauga**  
 FCC Call Sign: **WPGB941**  
 FCC Call Sign Expiration Date: **12/09/2011**

#### Organization

Type: **Private, Non-Hospital**  
 Status: **Non-Volunteer**

#### Configuration

EMD Vendor:  
 Billing Status: **Yes**

Protocols	Procedures	Medications
-----------	------------	-------------

#### Agency License

Number	Issue Date	Exp. Date	Status
1554	11/30/1999	11/30/2015	Active

#### Vehicles

8 items found, displaying all items. 1

VIN	Model Year	Unit Name	Permit	Expiration	Permit Type	Level	Status
1GBJK34285E142350	2005	M1	NC 01817	12/31/2013	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>
1GBZGUC63C1141635	2012	M6	NC-03547	11/30/2014	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>
1GB6K0B67AF112513	2011	M7	NC 01833	12/31/2013	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>
1GDJ631647125232	2008	M5	NC-01856	12/31/2013	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>
1GB362CLBC1104765	2012	M8	NC-03548	11/30/2014	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>
1GBKG316691159867	2009	M3	NC 01834	12/31/2013	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>
1GB662B6XA1119242	2010	M2	NC-01857	12/31/2013	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>
1FDSS34P15HA76682	2005	M4	NC-01858	12/31/2013	Permanent	EMT-P	In Service <a href="#">View</a>   <a href="#">Change Status</a>

Export options: [CSV](#) | [Excel](#) | [XML](#)

[SHOW ALL](#) [+ ADD](#)

**Contacts****2 items found, displaying all items. 1**

Name	Tech Id	Job Title	Certifications	
David W Paine	00026	EMS Technician, Training Officer	EMT-Paramedic	View   Delete
Craig J Sullivan	W0011	Agency Primary Contact, EMS Technician	EMT-Paramedic	View   Delete

Export options: [CSV](#) | [Excel](#) | [XML](#) **ROSTER** [+](#) **ADD****Stations****2 items found, displaying all items. 1**

Name	Location	Phone	
Base 2	133 Longvue Dr Boone	828-264-9486	View
Base 1	921 West King Street Boone	828-264-9486	View

Export options: [CSV](#) | [Excel](#) | [XML](#)[+](#) **ADD** **DATA SUBMISSION**  **EDIT**



**LENDER**

High Country Bank  
A Division of Yadkin Valley Bank and Trust Co.  
2111 Blowing Rock Rd.  
Boone, NC 28607

**APPLICANT**

Watauga Medics, Inc.  
133 Longview Drive  
Boone, NC 28607

**STANDBY IRREVOCABLE LETTER OF CREDIT**

ISSUANCE DATE: January 31, 2012  
EXPIRY DATE: January 30, 2013  
CURRENCY AMOUNT: \$390,000.00

TO: Watauga County  
814 West King Street  
Boone, NC 28607

Dear Sirs:

We hereby establish in your favor our Irrevocable Letter of Credit Number SL 76457 for the account of Watauga Medics, Inc. in the aggregate amount of Three Hundred Ninety Thousand and 00/100 U.S. Dollars (\$390,000.00). This credit is valid until January 30, 2013, provided, however, that this credit will be automatically extended without amendment from year to year from such date, unless thirty (30) days prior to any annual expiration date, we elect not to renew this letter of credit. We will notify you in writing of such election. Such notice will be deemed to have been given when received by you. Upon receipt of such notice, you may draw hereunder without invoices, by means of clear sight draft drawn on us presented on or before the applicable expiration date. This letter of credit may then be exercised even though the account of Watauga Medics, Inc. identified above is not then due.

This Letter of Credit is to assure that the account for Watauga Medics, Inc. is paid as agreed. Funds under this credit are available to you against presentation of your draft(s) at sight on us, accompanied by our written statement, purportedly signed by an authorized representative of Watauga County stating that:

“The applicant has defaulted in its obligations to Watauga County as specified by the Ambulance Franchise Agreement dated January 1, 2010.”



The amount of the accompanying sight draft may represent a portion or all of, but may not exceed, the unpaid amount of the above-described obligations as are in default as of the date of the written statement, and may represent no prior drawing under this Letter of Credit related to such amounts, and the amount of the accompanying sight draft may not exceed the amount of this Letter of Credit. Partial drawings are permitted.

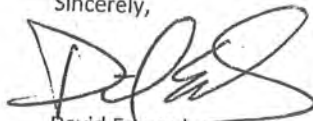
Drafts presented under this Letter of Credit must bear the phrase "Drawn under High Country Bank Irrevocable Letter of Credit Number SL76457 issued January 31, 2012."

This Letter of Credit sets forth in full the terms of our undertaking and such undertaking shall not in any way be modified, amended or amplified by reference to any document, instrument or agreement referred to herein or in which this Letter of Credit is referred to or to which this Letter of Credit relates, and any such reference shall not be deemed to incorporate herein by reference any document, instrument or agreement.

Except as otherwise expressly stated above, this Letter of Credit is subject to the Uniform Customs and Practice for Documentary Credits (1994 revision) International Chamber of Commerce Publication No. 500.

We agree with you that draft(s) drawn under and in compliance with the terms of this Letter of Credit will be duly honored upon presentation at the address shown on the letterhead on or before January 30, 2013, at which time this Letter of Credit expires, however, this credit may be automatically extended without amendment from year to year.

Sincerely,



David Edwards  
Senior Vice President

certificate holder in lieu of such endorsement(s).

**PRODUCER**  
 Cindy Elbert Insurance Services Inc  
 15182 North 75th Ave, Ste 100  
 Peoria, AZ 85381

**INSURED**  
 Watauga Medics, Inc.  
 921 W. King Street  
 Boone, NC 28607

**CONTACT NAME:**  
 PHONE (A/C, No, Ext): 602-942-3900 FAX (A/C, No): 602-942-4300  
 E-MAIL ADDRESS:

**INSURER(S) AFFORDING COVERAGE**

INSURER A: Markel Insurance Comp NAIC # 38970  
 INSURER B:  
 INSURER C:  
 INSURER D:  
 INSURER E:  
 INSURER F:

2013 BCC Annual Retreat

**COVERAGES** CERTIFICATE NUMBER: 2,043

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Prof. Liability GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			MTK70000692-00	12/31/2012	12/31/2013	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			MTA70000692-00	12/31/2012	12/31/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> OCCUR CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

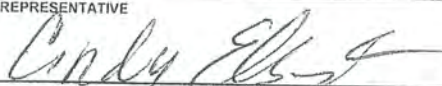
Watauga County is named as Additional Insured

**CERTIFICATE HOLDER**

Watauga County Managers Office  
 814 W. King St. Suite #205  
 Boone, NC 28607

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  


ACORD 25 (2010/05)

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## 2012 Quarterly Report for October, November and December

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**October, November and December 2012****Total Number of calls, No transports, And Type of Traffic  
Used During Response.**

Month	Total Number of Calls	Not Transported	Number Disp. Emergency	Number Disp. Routine or Other
October	438	94	194	244
November	356	86	157	199
December	425	83	205	220
<b>Total</b>	<b>1,219</b>	<b>263</b>	<b>556</b>	<b>663</b>

**DOAs, patients transported emergency,  
and the number of patients transported routine.**

Month	Patients Transported	Transported Emergency	Transported Routine	DOAs
October	344	71	273	2
November	270	61	209	0
December	342	68	274	2
<b>Total</b>	<b>956</b>	<b>200</b>	<b>756</b>	<b>4</b>

**Total Number of Out-of-County Transports  
by Emergency and Routine.**

Month	Total Out-of-County Transports	Out-of-County Emergency Transports	Out-of-County Routine Transports	Number of Scene Flights
October	58	17	41	1
November	42	16	26	4
December	45	17	28	2
<b>Total</b>	<b>145</b>	<b>50</b>	<b>95</b>	<b>7</b>



2012

**October, November and December**

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**Dispatching Agency**

<b>Month</b>	<b>Base</b>	<b>Boone</b>	<b>Watauga County</b>	<b>Total</b>
<b>October</b>	<b>85</b>	<b>178</b>	<b>175</b>	<b>438</b>
<b>November</b>	<b>54</b>	<b>142</b>	<b>160</b>	<b>356</b>
<b>December</b>	<b>72</b>	<b>151</b>	<b>202</b>	<b>425</b>
<b>Total</b>	<b>211</b>	<b>471</b>	<b>537</b>	<b>1,219</b>

**Number of Calls Dispatched by Time of Day.**

<b>Time of Day</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>Total</b>
00:00 – 01:00	9	11	9	29
01:00 – 02:00	16	12	12	40
02:00 – 03:00	22	9	9	40
03:00 – 04:00	9	3	4	16
04:00 – 05:00	9	8	4	21
05:00 – 06:00	5	2	5	12
06:00 – 07:00	8	6	8	22
07:00 – 08:00	11	5	13	29
08:00 – 09:00	20	16	29	65
09:00 – 10:00	18	19	28	65
10:00 – 11:00	22	23	26	71
11:00 – 12:00	12	30	24	66
12:00 – 13:00	25	23	28	76
13:00 – 14:00	28	29	33	90
14:00 – 15:00	35	18	20	73
15:00 – 16:00	26	24	25	75
16:00 – 17:00	22	26	20	68
17:00 – 18:00	35	19	28	82
18:00 – 19:00	23	16	16	55
19:00 – 20:00	25	11	15	51
20:00 – 21:00	18	11	15	44
21:00 – 22:00	13	10	20	43
22:00 – 23:00	14	8	16	38
23:00 – 24:00	13	17	18	48
<b>Totals</b>	<b>438</b>	<b>356</b>	<b>425</b>	<b>1,219</b>

2012

**October, November and December****Location of all Emergency Calls Originating More than  
Five Miles from the Base.**

Month	Calls	BDFD	BFD	BRFD	CCFD	DGFD	MCFD	FFD	SDFD	SFD	SSFD	ZFD	Fall Creek	Other
October	438	7	308	44	23	15	12	19		1	2	3	1	3
November	356	5	244	32	23	18	5	15		4	2	7	0	1
December	425	13	269	36	24	24	26	18	2	2	1	10	0	0
<b>Total</b>	<b>1,219</b>	<b>25</b>	<b>821</b>	<b>112</b>	<b>70</b>	<b>57</b>	<b>43</b>	<b>52</b>	<b>2</b>	<b>7</b>	<b>5</b>	<b>20</b>	<b>1</b>	<b>4</b>

- BDFD- Beaver Dam Fire District
- BRFD- Blowing Rock Fire District
- CCFD- Cove Creek Fire District
- DGFD- Deep Gap Fire District
- FFD- Foscoe Fire District
- MCFD- Meat Camp Fire District
- SDFD- Seven Devils Fire District
- SFD- Shawneehaw Fire District
- SSFD- Stewart Simmons Fire District
- ZFD- Zionville Fire District

**Response Times**

Response Time	October	November	December	Total
1 minute or less	4	4	10	18
1 – 2 minutes	6	8	2	16
2 – 3 minutes	11	16	13	40
3 – 4 minutes	18	9	14	41
4 – 5 minutes	22	9	19	50
5 – 6 minutes	21	15	12	48
6 – 7 minutes	20	10	14	44
7 – 8 minutes	5	12	13	30
8 – 9 minutes	7	14	6	27
9 – 10 minutes	19	11	19	49
10 – 11 minutes	9	6	11	26
11 – 12 minutes	10	9	6	25
12 – 13 minutes	9	4	7	20
13 – 14 minutes	4	4	7	15
14 – 15 minutes	9	6	15	30
15 – 16 minutes	4	4	7	15
16 – 17 minutes	2	2	2	6
17 – 18 minutes	2	2	4	8
18 – 19 minutes	3	3	2	8
19 – 20 minutes	2	3	8	13
20 - 21 minutes	0	1	1	2
21 - 22 minutes	0	1	1	2
22 - 23 minutes	0	0	2	2
23 - 24 minutes	0	1	1	2
> 25 minutes	6	3	7	16
<b>Total Responses</b>	<b>193</b>	<b>157</b>	<b>203</b>	<b>553</b>
<b>Average Response</b>	<b>0:08:52</b>	<b>0:09:00</b>	<b>0:10:06</b>	<b>0:09:19</b>

2012

**October, November and December****Ambulances**

Unit #	Type	Year model	VIN
Medic 1	Chevy ton 4x4 type I Horton Box	2005	1GBJK34285E142350
Medic 2	Chevy Type III	2010	1GB6G2B6XA1119242
Medic 3	Chevy Type III G4500	2009	1GBKG316691159867
Medic 4	Ford Van Type II AEV (4x4)	2005	1FDSS34P15HA76682
Medic 5	Chevy Type III	2007	1GDJG316471252032
Medic 6	Chevy Type II (Medix)	2012	1GBZGUCG3C1141635
Medic 7	Chevy 3500 Type 1 4x4	2010	1GB6K0B67AF112531
Medic 8	Chevy Type III	2012	1GB3G2CL8C1104765

**Cardiac Monitors**

2	Zoll M series 12 lead EKG/Bi-phasic Defibrillator	1	Zoll AED
4	Zoll E series 12 lead EKG cardiac monitors		

**Communications**

4	Motorola 99 channel radios	7	HT1000 Motorola portable 2-way radios
6	99 channel Kenwood 100 watt mobile radio	5	16 Channel Portables (HT750)
2	Base stations	7	TK 290 Kenwood Portables
1	Repeater system for WMI channel	10	Motorola MT1500 Portables

## October, November and December

### Training Equipment

1	Laredal IV Torso	1	Vascular system chart
1	Skillmeter Resusci-annie	1	Respiratory system chart
2	Resusci-Junior	1	Overhead 3M projector
3	Intubation Manikins	1	Pressure IV bag
4	Junior intubation manikin	1	Armstrong patient simulator
5	Regular Resusci-annies	1	Sony Video camera
1	IV arm start kit	1	OB/GYN pregnancy simulator
1	ALS resusci-baby	3	Portable suction units
9	Regular resusci-babies	1	Video adapter
1	OB Manikin	1	Airway management kit
1	Chest decompression manikin	3	Resuscitator kits
1	Crich manikin	1	Projection Screen
2	ALS rhythm generator	1	National Registry software for EMT-P
2	JVC VCR's		
1	19in. color TV		
2	Airway manikins		
1	Complete model of the heart		
1	Complete skeleton		
1	Torso model	·	Multiple training videos.
1	Laerdal head suction model	·	Multiple books and manuals for training.
		·	Misc. disposable supplies used for training.

# October, November and December

## Name, Position, and Level of certification

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	<b>Name</b>	<b>Position</b>	<b>Level of Certification</b>
1	Craig Sullivan	Director	EMT-Paramedic
2	Jack Reedy	Shift Supervisor	EMT-Paramedic
3	Kevin Norris	Shift Supervisor	EMT-Paramedic
4	David Paine	Asst. Director/Supervisor	EMT-Paramedic
5	Jerry Reedy	Full-time	EMT-Paramedic
6	Taylor Marsh	Full-time	EMT-Paramedic
7	Lagan Tripplett	Full-time	EMT-Paramedic
8	Alan Bradford	Full-time	EMT-Paramedic
9	Patrick Strickland	Full-time	EMT-Paramedic
10	Jared Cline	Full-time	EMT-Paramedic
11	Mark Cook	Full-time	EMT-Paramedic
12	Karen Holt	Full-time	EMT-Paramedic
13	Mike Edmisten	Full-time	EMT-Paramedic
14	John Whitner	Full-time	EMT-Paramedic
15	Pam Palmer	Full-time	Clerical/Office
16	Chasity Proffitt	Full-time	Clerical/Office
17	Gary Harmon	Full-time	EMT-Paramedic
18	Tarren Berry	Part-time	EMT-Paramedic
19	Matt Walker	Part-time	EMT-Paramedic
20	Celia Robinson	Part-time	EMT-Paramedic
21	Kent Graham	Part-time	EMT-Paramedic
22	George Durfor	Part-time	EMT-Paramedic
23	Curt Litton	Part-time	EMT-Paramedic
24	Angie Norris	Part-time	EMT-Basic
25	Sam Paige	Part-time	EMT-Basic
26	Jeff Wilson	Part-time	EMT-Paramedic
27	Mike Sutton	Part-time	EMT-Intermediate
28	Eddie Greene	Part-time	EMT-Basic
29	Ellen Reedy	Part-time	EMT-Paramedic
30	Peter Martinez	Part-time	EMT-Paramedic
31	Mary Linder	Part-time	EMT-Paramedic
32	Don Miller	Part-time	EMT-Basic
33	Poppy Wilson	Part-time	EMT-Basic
34	Floyd Hicks	Part-time	EMT-Basic
35	Randy Collins	Part-time	EMT-Intermediate
36	Jacob Houck	Part-time	EMT-Basic
37	Ryan Norris	Part-time	EMT-Basic

## October, November and December

How does this quarter compare the same quarter in 2006, 2007, 2008, 2009 & 2010

Total Number of Calls For Quarter	Quarter and Year	Number of Calls for Quarter	Change	% change
	4th. Quarter 2007	996		
	4th. Quarter 2008	1,130	134	11.9%
	4th. Quarter 2009	1,168	38	3.3%
	4th. Quarter 2010	1,261	93	7.4%
	4th. Quarter 2011	1,297	36	2.8%
	4th. Quarter 2012	1,219	-78	-6.4%

Total Number of Transports for Quarter	Quarter and Year	Number for Quarter	Change	% change
	4th. Quarter 2007	759		
	4th. Quarter 2008	845	86	10.2%
	4th. Quarter 2009	888	43	4.8%
	4th. Quarter 2010	1,105	217	19.6%
	4th. Quarter 2011	1,098	-7	-0.6%
	4th. Quarter 2012	956	-142	-14.9%

Out of County Transports for Quarter	Quarter and Year	Number for Quarter	Change	% change
	4th. Quarter 2007	115		
	4th. Quarter 2008	105	-10	-9.5%
	4th. Quarter 2009	123	18	14.6%
	4th. Quarter 2010	140	17	12.1%
	4th. Quarter 2011	155	15	9.7%
	4th. Quarter 2012	145	-10	-6.9%

How does this year compare to years 2005, 2006, 2007, 2008, & 2009?

Total Number of Calls Year to Date:	Year to date	Number of Calls Year to date	Change	% change
	2007	4,048		
	2008	4,460	412	9.24%
	2009	4,461	1	0.02%
	2010	4,473	12	0.27%
	2011	4,783	310	6.48%
	2012	4,714	-69	-1.46%

Total Number of Transports for Year to date:	Year to date	Number Year to date	Change	% change
	2007	3,016		
	2008	3,421	405	11.8%
	2009	3,468	47	1.4%
	2010	3,535	67	1.9%
	2011	3,845	310	8.1%
	2012	3,739	-106	-2.8%

Total Number of Out of County Transports Year to Date:	Year to date	Number Year to date	Change	% change
	2007	436		
	2008	474	38	8.02%
	2009	495	21	4.24%
	2010	533	38	7.13%
	2011	552	19	3.44%
	2012	562	10	1.78%

**Response times by District:**

<b>Oct. -2012</b>		
District	Number of Emergency Calls	Avg. Response Time:
BDFD	3	0:25:00
BFD	119	0:06:14
BRFD	21	0:13:06
CCFD	18	0:10:20
DGFD	9	0:12:33
FFD	10	0:12:30
MCFD	10	0:12:36
SSFD	1	0:28:00
SHFD		
ZFD	1	0:17:00

**Totals for 4th. Qtr. 2012**

District	Emergency Calls	Avg. Response Time:
BDFD	19	0:21:58
BFD	319	0:06:12
BRFD	50	0:11:07
CCFD	53	0:12:11
DGFD	32	0:12:05
FFD	29	0:13:31
MCFD	29	0:12:11
SSFD	4	0:27:40
SHFD	3	0:21:45
ZFD	12	0:15:16

<b>Nov. - 2012</b>		
District	Emergency Calls	Time:
BDFD	4	0:18:00
BFD	97	0:06:22
BRFD	12	0:09:40
CCFD	15	0:13:00
DGFD	12	0:10:15
FFD	8	0:14:37
MCFD	1	0:12:00
SSFD	2	0:24:00
SHFD	2	0:25:30
ZFD	4	0:13:30

**Rescue Squad Standby Numbers**

	Watagua	Blowing Rock
Oct.	27	27
Nov.	8	8
Dec.	22	22
	<hr/> 57	<hr/> 57

**Number of Calls ran by  
squads while on standby**

	Watauga	Blowing Rock
Oct.	4	
Nov.	4	
Dec.	8	2
Totals	<hr/> 16	<hr/> 2

<b>Dec. -2012</b>		
District	Number of Emergency Calls	Avg. Response Time:
BDFD	12	0:22:55
BFD	103	0:06:01
BRFD	17	0:10:35
CCFD	20	0:13:13
DGFD	11	0:13:27
FFD	11	0:13:27
MCFD	18	0:11:57
SSFD	1	0:31:00
SHFD	1	0:18:00
ZFD	7	0:15:17

## Watauga Medics Inc.

**921 W. King St. Boone NC 28607 PH: 828 264 9486 Fax: 828 264 9486 [medics@boone.net](mailto:medics@boone.net)**

Date: January 29, 2013

RE: Request to increase funding for additional crews

From: Watauga Medics Inc.

Watauga Medics Inc. has been serving this county for more than 13 years, and since our beginnings, we have witnessed our call volume increase by 35%. The current contract requires us to provide 2 paramedic crews 24/7, a peak-time truck 12 hours per day 7 days a week, and a 9 hour peak-time crew that operates Monday through Friday. Which means every night we are left with only 2 ambulances to service the entire county and often times that is simply not enough. During 2012, over 250 times throughout the year all of our resources were committed and unavailable for calls. Each time this happens, we have to place both rescue squads on standby, and they become responsible for any ambulance calls that may occur until we become available once again. It is my recommendation to add a complete 24/7 crew above what we currently have to meet the current and future demands on our system. I will also include the costs associated with increasing the hours of our current peak time crews along with some estimates for additional bases to improve response times.

- Increase staffing to allow for 1 additional 24/7 paramedic crew with the goal of adding a new station in the western part of the county to better serve Beaver Dam, Cove Creek, and Zionville along with some parts of Shawneehaw.
  - **Costs:** Additional 24/7 crew includes fully stocked ambulance and staffing of 6.3 people for \$357,290.00 per year. It would be my recommendation to implement this beginning Jan. 1<sup>st</sup>, 2014. Cost to the county for this coming budget year: \$178,645.00.
  - Costs to change the current 9 hour crew to a 24 hour crew: \$237,000.00 (additional 11,952 hours).
  - Costs to change the current 12 hour crew to a full 24 hour crew \$169,400.00 (additional 8,760 hours).
- None of the above options will do anything to improve our response times the only way to do that would be to add additional base(s). I included the costs associated with that below.
  - Additional costs for base if I provide the building, land and etc. \$43,000.00 per year. \*
  - Additional costs for base if county provides the building, land, etc. \$14,500.00 per year.

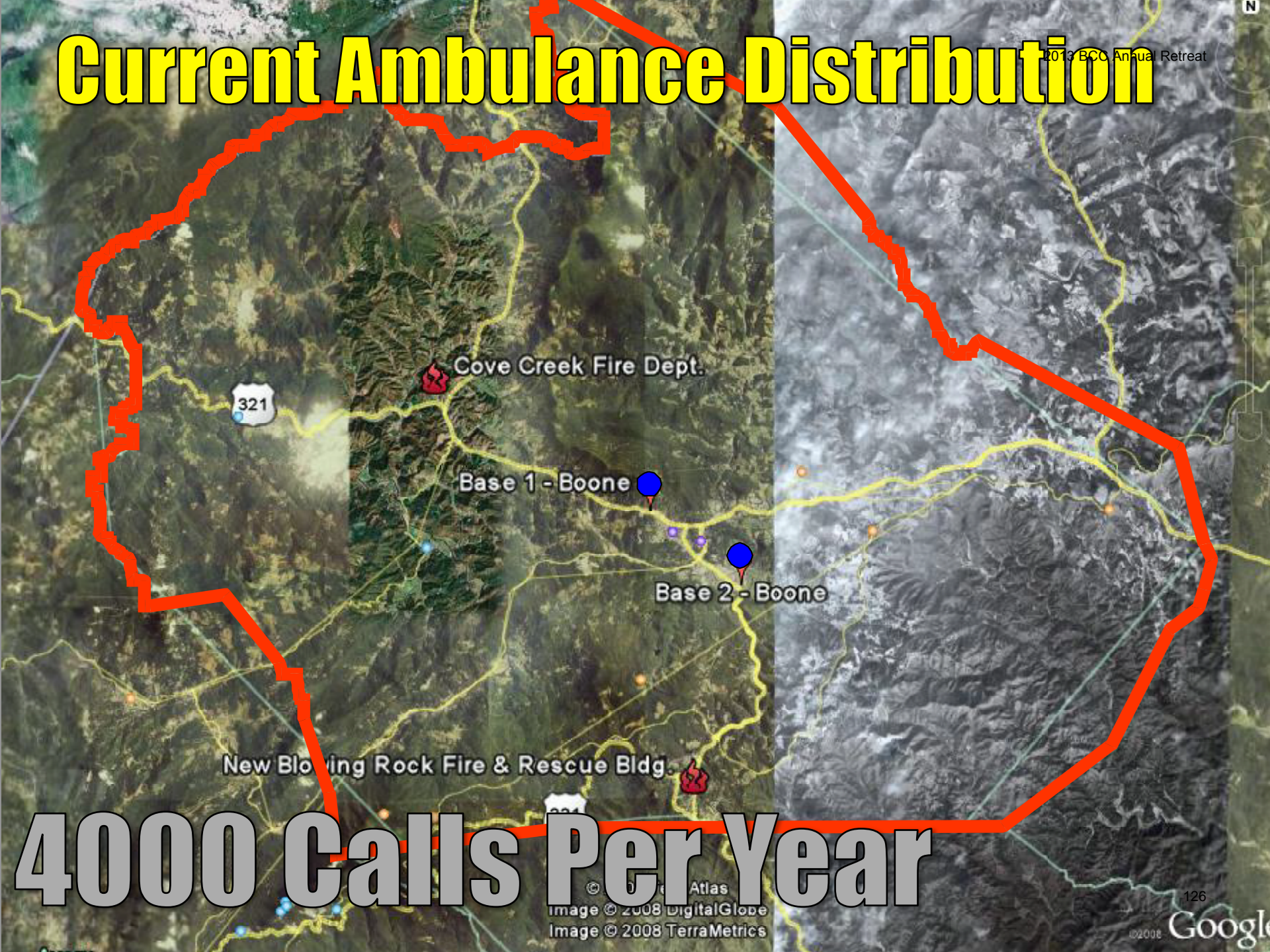
For comparison purposes, I have included below what some other EMS systems are asking from their county to fund the exact same coverage (i.e. an additional 24/7 crew):

- Henderson County: \$595,000.00 (current)
- Person County: \$583,513.00 (March 2010)
- Rutherford County: \$600,000.00 (Aug. 2011)

\*Assuming a location can be found for a reasonable price      \*\* All of the above figures would be adjusted by the CPI yearly

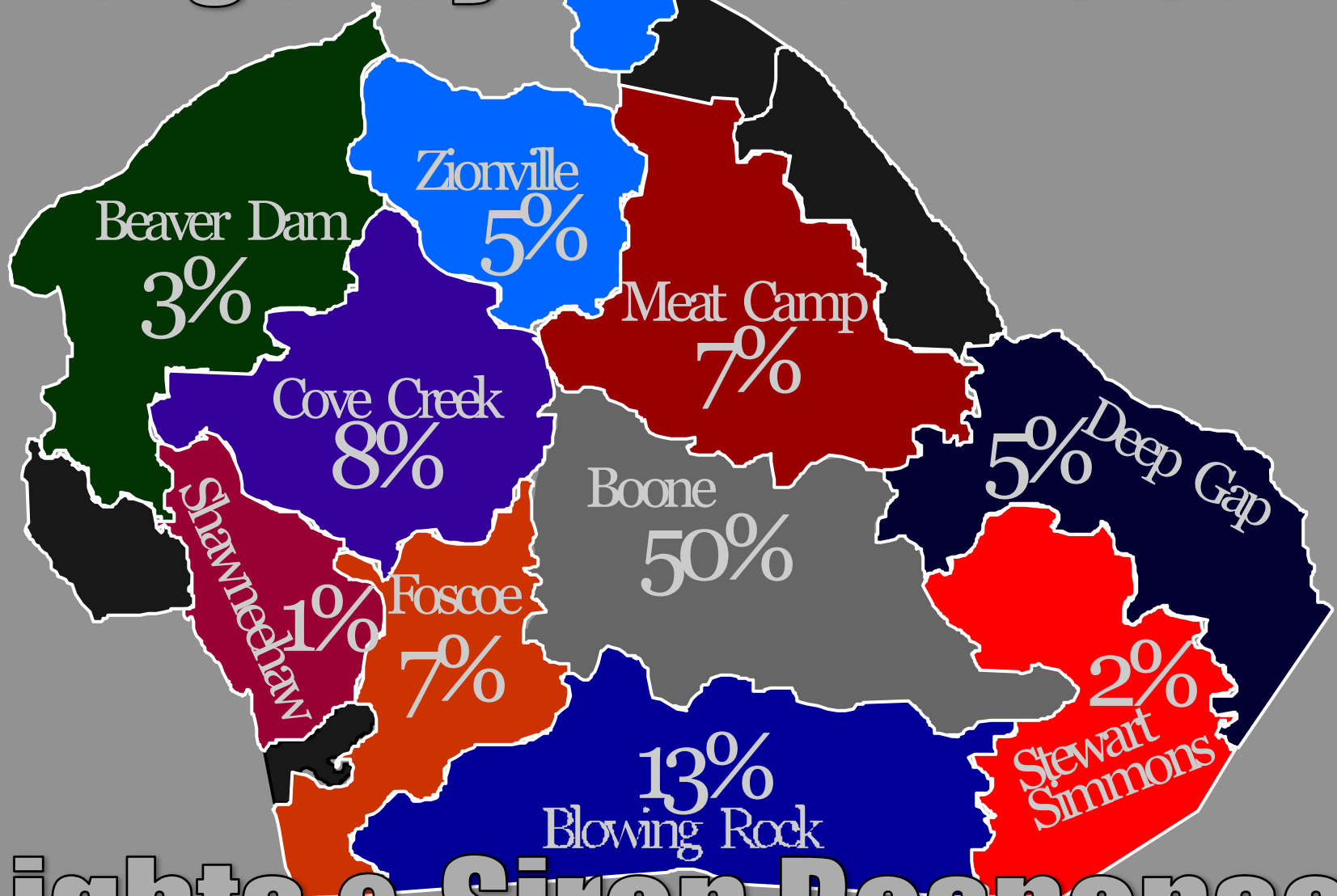


# Current Ambulance Distribution



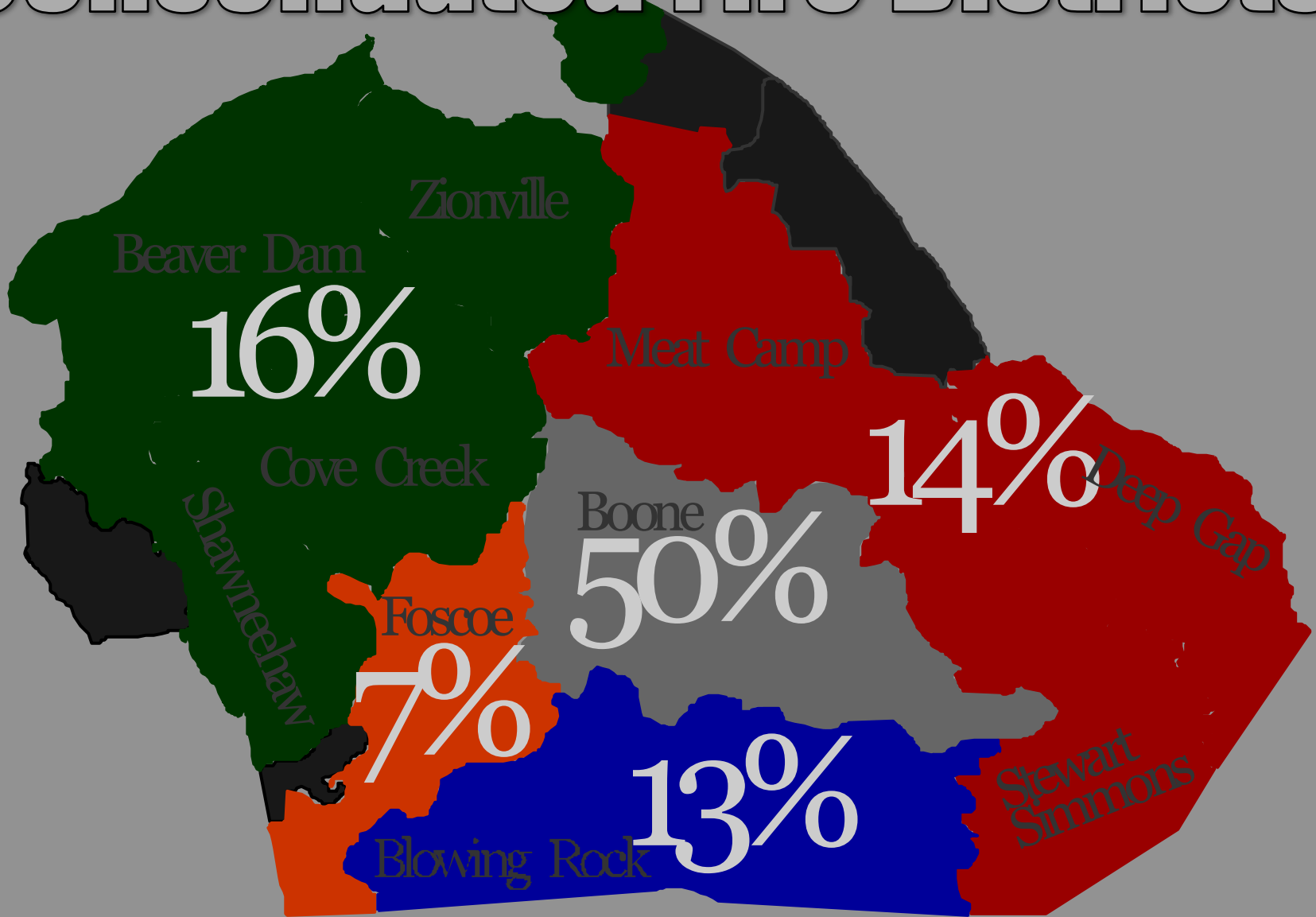
# 4000 Calls Per Year

# Emergency Traffic EMS Calls



(Lights & Siren Response)

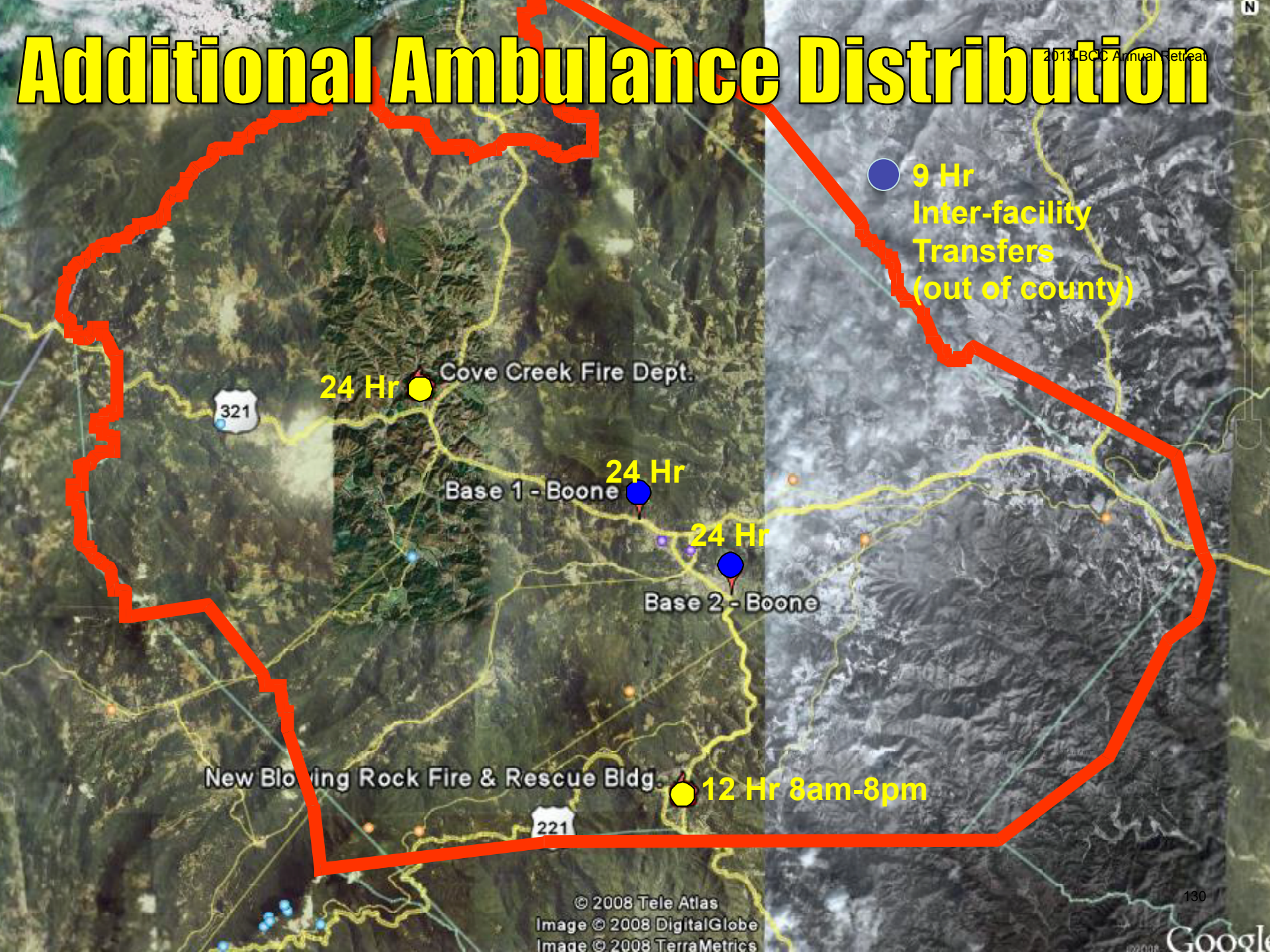
# Consolidated Fire Districts



# Average Response Times



# Additional Ambulance Distribution



## Communications and Emergency Services

The transition from being a division of the Sheriff's Office to becoming the Department of Communications and Emergency Services was smooth for the agencies that were combined. A lot of pre-transition work was done in the background to successfully accomplish this transition. The work, performed by myself and my supervisory staff, included the following: beginning the process of changing our state and federal agency identifiers; writing and executing service agreements with all of the agencies that we service as well as management and control agreements with the Sheriff; and, among many other things, switching the telephone services so that Blowing Rock telephones could be answered at our Communications Center.

Since July 1, 2012, the Watauga County Department of Communications and Emergency Services has accomplished the following milestones:

- Successfully completed the Federally Mandated rebanding of the entire County's radio infrastructure
- Worked with all County Fire Departments and the Fire Commission along with the Sheriff's Office and the Blowing Rock Police Department to improve the dispatch services that we provide. We communicate on a regular basis with the Blowing Rock Police Chief inquiring about any problems or concerns with our services. We meet monthly with the Communications Board to receive information and to address problems or concerns that may have arisen.
- Developed a program where I, along with a Telecommunicator, go to individual fire departments and share a presentation describing what our Telecommunicators do and how they do it. The presentation consists of audio recordings of calls of interest, visuals of the communications center, and explanations of the functions and operations of our equipment. This program also helps our Telecommunicators to better understand what the fire service does, how they do it and why they request what they do. Our program has been so well received that Watauga MEDICS has requested that their medics spend a set number of hours observing in the communications center as part of their new-hire training.

We are always attempting to better the relationships, through inquiry and customer service, between the various agencies that we dispatch. We also stay in contact with our equipment vendors and distributors through meetings, webinars and training in an effort to stay on top of new and upcoming 911 enhancements. This allows us to stay informed of upcoming technologies which could affect the services that we provide.

## **WATAUGA COUNTY LOCAL PREFERENCE POLICY**

### **I. Purpose**

The purpose of the Local Preference Policy (LPP) is to ensure the best “overall value-for-money” in the procurement of goods and services (services not otherwise covered by North Carolina General Statutes) while providing a preference to local businesses to support the County’s economic development.

### **II. Policy**

The policy of Watauga County is to provide a preference to local businesses in the procurement of good and services. A price-matching preference may be given to County resident bidders on contracts for the purchase of goods and services. The preference will allow a qualified County resident bidder to match the price and terms of the lowest responsible nonresident bidder, if the County resident bidder’s price is within five percent (5%) or \$10,000, whichever is less, of the nonresident bidder’s price. If the resident bidder requests and qualifies for the price-matching preference, the resident bidder will first be offered the contract award and will have two (2) business days to accept or decline the award based on the lowest responsible nonresident bidder’s price.

### **III. Definitions**

1. County Resident Bidder – a bidder that has paid and is current on property, personal property and motor vehicle taxes in the County of Watauga and whose principal place of business is located in Watauga County.
2. Non-County Resident Bidder – a bidder who does not have its principal place of business located in Watauga County or who is not current in payment of all County taxes.
3. Principal Place of Business - the principal place from which the trade or business of the bidder is directed or managed.

### **IV. Qualifications**

In order to qualify for the local preference, a County resident bidder must: (1) request the preference; and (2) complete the Bidder’s Certification for Price-Matching Preference Form and include it with their quote. The County bidder must have paid and be current on all property, personal property and motor vehicle taxes in the County of Watauga and whose principal place of business is located in Watauga County.

### **V. Process**

The County will evaluate the quotes in accordance with the award criteria stated in the request for quotes to determine the lowest responsible quote. If the lowest responsible quote is from a County resident bidder, then there will be no consideration of the price-matching preference. If the lowest responsible quote was submitted by a non-county bidder and there are no County resident bidders that submitted quotes that were within 5% or \$10,000 of the nonresident bidder’s quote, then none of the County resident bidders will qualify for the price-matching preference and no review of the County Resident Bidder’s Certifications is required. If the lowest responsible quote is submitted by a nonresident bidder and there are one or more County resident bidders that submit a quote within 5% or \$10,000 of the nonresident quote price, then the evaluators shall

review the Certification(s) of the resident bidder(s) to determine whether the County resident bidder(s) certification is compliant. The evaluators may seek clarification of the certifications and/or information in a County resident bidder's Certification and request additional documentation if necessary. Failure to supply the requested information will result in the County resident bidder not receiving a price matching preference.

If more than one County resident bidder qualified for the price-matching preference, then the evaluators shall prioritize the qualified County resident bidders according to their original quotes, from lowest to highest, so that the qualified County resident bidder who submitted the lowest quote should get the first opportunity to match the quote of the non-county resident lowest responsible bidder. If the lowest responsible and qualified County resident bidder declines to accept the contract award, then the contract should be offered to the next lowest qualified County resident bidder and will continue in this manner until either a qualified County resident bidder accepts the contract award or the award is made to the nonresident bidder if no qualified County resident bidder accepts the award. If two responsible County resident bidders qualify for the price-matching preference and both quoted the same, then the evaluators may: (1) consider the information provided in the bidders' Certifications or publicly available information to determine, which bidder the contract award would have a greater impact of stimulating or sustaining the County economy and/or is most likely to create or save jobs (e.g., is one bidder a broker and the other a manufacturer of the goods); or (2) seek clarification from the bidders to ascertain the impact on their respective businesses if awarded the contract.

If at any time during or after the procurement process (including but not limited to clarifications and resolution of bid protests), the County determines that certifications or information in the Certificate are false, substantially inaccurate or misleading, the County may:

- (1) Cancel the County resident bidder's contract and/or purchase order that was awarded based on the price-matching preference: The County resident bidder shall be liable for all cost it incurs as a result of the cancellation and all increased costs of the County that may be incurred by awarding the contract to the next lowest bidder;
- (2) Exclude the bidder from any price-matching preference in any future County bidding opportunities; and/or
- (3) Debar Bidder from doing business with the County for a period of time determined by the County.

**ALL COUNTY RESIDENT AND NONRESIDENT BIDDERS MUST COMPLETE PART I OF THE FORM BELOW AND ALL COUNTY RESIDENT BIDDERS REQUESTING CONSIDERATION FOR A PRICE-MATCHING PREFERENCE MUST ALSO COMPLETE PARTS II AND III OF THE FORM BELOW NOTICE.**

**NOTICE: The Price-Matching Preference will only be given to bidders that fully complete the certification form below (i.e., all information must be provided, the certification must be signed by an authorized representative of the bidder) and the bidders demonstrate their qualifications for the Price-Matching Preference through the certifications and information provided.**



## County Resident Bidder’s Certification Form For Price-Matching Preference

### PART I

1. ALL RESIDENT AND NONRESIDENT BIDDERS MUST ANSWER THE FOLLOWING QUESTION:

Bidder is a resident of Watauga County as defined in this policy: YES / NO  
(circle one)

(Bidder may be deemed a **Non-County resident bidder**, if it failed to circle any choice.)

2. ALL COUNTY RESIDENT BIDDERS REQUESTING A PRICE-MATCHING PREFERENCE MUST ANSWER THE FOLLOWING QUESTION AND MUST COMPLETE PARTS II AND III BELOW

County Resident Bidder requests the price-matching preference: YES / NO  
(circle one)

(Bidder shall be deemed **not** to have requested the preference, if it failed to circle any choice.)

### PART II

Please check the boxes applicable to the Bidder’s business and provide the information requested in order for the Bidder to be considered for the price-matching preference established by this policy. If Bidder has paid both types of taxes, it may check both boxes in the left column and provide amounts in the appropriate boxes below.

I hereby certify that the Bidder has paid in full and is current on all County property taxes, personal property taxes and motor vehicle taxes.

**AND**

1. I hereby certify that the Bidder is a resident of Watauga County, in that, Bidder’s principal place of business is located in Watauga County.

A. Business Type (circle one of the following):

- |                               |                            |
|-------------------------------|----------------------------|
| CORPORATION (ALL TYPES)       | SOLE PROPRIETORSHIP        |
| LIMITED LIABILITY COMPANY     | INDIVIDUAL                 |
| GENERAL PARTNERSHIP           | UNINCORPORATED ASSOCIATION |
| LIMITED PARTNERSHIP           | OTHER                      |
| LIMITED LIABILITY PARTNERSHIP |                            |

B. Provide address of principal place of business/principal office in Watauga County:

\_\_\_\_\_

Street Address (no P.O. Box number)

\_\_\_\_\_

City, State, Zip Code

Is the above address the location of Bidder’s headquarters? YES / NO  
(circle one)

If Bidder has a public website, provide the link/address:

\_\_\_\_\_



**PART III**

I hereby certify that the Bidder is a resident of the County of Watauga, in that, Bidder directs or manages its trade or business from its principal place of business in Watauga County.

A. State the number of employees that work at the Bidders principal place of business:

B. State the total number of employees in Bidder’s entire workforce:

By executing this certification, the Bidder agrees to provide any additional information or documentation requested by the County (during the procurement process while seeking clarification of the request for the Price-Matching Preference or after contract award to resolve any bid protest) to confirm the above certifications and statements within five (5) business days of request. If at any time during or after the procurement process (including but not limited to clarifications and resolution of bid protests), the County determines that certifications or information in the Certificate are false, substantially inaccurate or misleading, the County may:

1. Cancel the County resident bidder’s contract and/or purchase order that was awarded based on the price-matching preference and County resident bidder shall be liable for all cost it incurs as a result of the cancellation and all increased costs of the County that may be incurred by awarding the contract to the next lowest bidder;
2. Exclude the bidder from any price-matching preference in any future County bidding opportunities; and/or
3. Debar Bidder from doing business with the County for a period of time determined by the County.

The undersigned hereby certifies that he or she has read this certification and is an officer, member, partner, owner or such managing employee of the Bidder (the “Authorized Representative”) that is authorized to execute this affidavit and to bind the Bidder to the certifications, statements and agreements herein.

Name of Authorized Representative: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



STATE OF NORTH CAROLINA  
 COUNTY OF WATAUGA

**DRAFT**

**RESOLUTION SUPPORTING THE PREFERENCE  
 OF LOCAL VENDORS FOR CONTRACTS**

**WHEREAS**, the North Carolina General Statute 143-129 requires bids to be awarded to lowest responsible bidder or bidders, taking into consideration quality, performance, and the time specified in the proposals for the performance of the contract; and

**WHEREAS**, North Carolina law does not currently recognize local bid preferences, and the physical location of a bidder's principal place of business is not a relevant factor in the public procurement process; and

**WHEREAS**, Executive Order No. 50 issued by Governor Perdue on February 17, 2010, entitled "Enhanced Purchasing Opportunities for North Carolina Businesses," a price matching preference was given to North Carolina resident bidders on contracts for the purchase of goods; and

**WHEREAS**, Executive Order No. 50 allows preference to a qualified North Carolina resident bidder to match the price of the lowest responsible nonresident bidder, if the North Carolina resident bidder's price is within five percent (5%) or \$10,000, whichever is less, of the nonresident bidder's price; and

**WHEREAS**, Watauga County has a valid public interest in promoting local business, enterprise and commerce; and

**WHEREAS**, the Watauga County Board of Commissioners desires having such authority in order to further promote the economic well being of the County;

**WHEREAS**, the County of Watauga recognizes the foundation of a strong local economy are programs that encourage businesses to locate within the community and to hire County residents as employees.

**NOW, THEREFORE, BE IT RESOLVED**, that the Watauga County Board of Commissioners hereby requests that the North Carolina General Assembly grant Watauga County the authority to adopt a Local Preference Policy in awarding bids for contracts and services to County resident bidders.

**ADOPTED** this the 5<sup>th</sup> day of March, 2013.

ATTEST:

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

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

## **WATAUGA COUNTY FACILITY, PROPERTY, AND SPACE NAMING POLICY**

### **I. PURPOSE**

The purpose of this policy is to establish a process for the naming or dedication of public buildings, structures, memorials, plaques, markers, areas, and facilities owned by the County.

### **II. AUTHORIZATION**

The Board of County Commissioners shall name, rename, and dedicate all public buildings, structures, memorials, areas, and facilities. County staff may name initial construction projects to identify the site and location for delivery of materials, services, and inspections.

### **III. OBJECTIVES**

The following objectives have been established for naming or dedication of public buildings, structures, memorials, plaques, markers, areas, and facilities:

- A. Provide appropriate name identification for public buildings, structures, memorials, areas, and facilities in the County.
- B. Provide citizen input into the process of naming, renaming and dedication of public buildings, structures, memorials, plaques, markers, areas, and facilities in the County.
- C. Ensure control for the naming, renaming and dedication of public buildings, structures, memorials, plaques, markers, areas, and facilities in the County.

### **IV. QUALIFYING NAMES**

- A. Public buildings, structures, memorials, plaques, markers, areas, and facilities shall be named in a manner that will provide an easy and recognizable reference and individual identity of the area or facility for the citizens of the County. Potential options include:
  - 1. The geographic location of the facility.
  - 2. A geologic, historical, botanical, horticultural, or scientific feature inherent to the area.
  - 3. An outstanding feature of the facility.
  - 4. The adjoining subdivision, school, or street.
  - 5. Commonly recognized historical event, group or individual.
  - 6. An individual, donor or group who contributed significantly to the acquisition or development of the individual facility.
  - 7. An individual or group who demonstrated exceptional service(s) or outstanding achievement(s) in the interest of the community as a whole.
  - 8. A resident of the County with sound moral and social character and whose life was exemplary and worthy of recognition.
- B. Public buildings, structures, memorials, plaques, markers, areas, and facilities may be named, renamed or dedicated for an individual only after that individual has been deceased for at least one (1) year. A person currently holding a local elected office or serving on a County advisory board may not be considered for the naming, renaming, or dedication of public buildings, structures, memorials, areas, and facilities.

## V. PROCESS OF CONSIDERATION

Naming, renaming, and dedication of public buildings, structures, memorials, plaques, markers, areas, and facilities proposals shall originate in the following manner: An individual or an organization may file an application recommending the naming or dedication of public buildings, structures, memorials, plaques, markers, areas, and facilities. The format is shown in the Watauga County Public Facility, Property, and Space Naming Application. County buildings, structures, memorials, plaques, markers, areas, and facilities to be named must not currently be named.

### A. Making an Application:

1. All applications must be submitted on the form entitled "Watauga County Public Facility, Property, and Space Naming Application," which may be obtained on the County website ([www.wataugacounty.org](http://www.wataugacounty.org)) or in person at the Watauga County Manager's Office located at 814 West King Street, Boone, NC 28607.
2. The application must be supported by official documentation including but not limited to:
  - i. Naming for an individual:
    - a. Current resume, if living; source-identified, dated copy of obituary, if deceased (the resume may cover b-d below).
    - b. List of volunteer/service activities, including dates of involvement and offices held.
    - c. List of professional accomplishments.
    - d. List of honors/awards, both volunteer and professional, including dates awarded.
    - e. Narrative as to why the individual should be honored with the naming, renaming or dedication of a County building, structure, memorial, or area.
    - f. Information regarding any significant donations, gifts, financial support or contributions made by the individual to the County.
  - ii. Naming for an organization:
    - a. A copy of the Charter of the organization, including mission statement.
    - b. A copy of the Minutes of the meeting or authentic copy of the proclamation made that substantiates the organization's desire to seek a naming, renaming or dedication of public building, structure, memorial, area, or facility opportunity.
    - c. List of service to community, both volunteer and monetary, including dates of involvement and results.
    - d. Authentic copies of recognitions awarded by a national organization of which the local organization is an affiliate.
    - e. List of other honors/awards earned by organization.
    - f. Narrative as to why the organization should be honored with the naming, renaming or dedication of public building, structure, memorial, area, or facility.
    - g. Information regarding any significant donations, gifts, financial support or contributions made by the organization to the County.

The burden of supporting the application rests with the individual or group submitting the application.

- B. The Watauga County Public Facility, Property, and Space Naming Application shall be submitted with all required supporting documentation to the Watauga County Manager, 814 West King Street, Boone, NC 28607.
- C. During a 15 business day period following the filing of an application, the County Manager will verify the documentation presented with the application.
- D. At the end of the verification period, the County Manager will place the application on the agenda of a regularly scheduled meeting of the Board of Commissioners for its consideration.
- E. The Board of County Commissioners will review and consider the application. After review and consideration of the application, the Board will schedule a public hearing to seek comments and input on the application from County citizens.
- F. Once the public hearing has been completed, the Board will vote in favor or against the application. Upon a unanimous vote of the Board, the naming, or dedication of the public building, structure, memorial, plaque, marker, area, or facility will be initiated.
- G. The renaming of a public building, structure, memorial, area, or facility is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributions.
  - 1. Public buildings, structures, memorials, plaques, markers, areas, and facilities named after individuals should not be changed unless it is found that the individual's personal character is or was such that the continued use of his/her name would not be in the best interest of the community.
  - 2. In order for a public building, structure, memorial, plaques, markers, area, and facility to be considered for renaming, the recommended name must qualify according to this Policy.
- H. Public buildings, structures, memorials, plaques, markers, areas, or facilities donated to the County can be named by deed restrictions by the donor. The naming and acceptance is subject to approval by the Board of Commissioners.
- I. In lieu of naming a facility; plaques, markers, and memorials may be considered and are subject to the requirements and standards as set forth in this policy. The Board of Commissioners shall determine the style, size, and placement on a case-by-case basis. In general, the plaque, sign, or marker shall blend or compliment the facility or area. Any plaque, sign, or marker approved by the Board must meet all County and Town regulations when applicable.
- J. The County will make every effort to preserve any dedication plaque or other dedicated object such as a tree, bench, etc. If necessary, due to repair of surrounding areas, construction or redesign of an area or facility, the plaque or dedication object may be relocated. If the plaque or other dedication object cannot continue to be maintained or after a reasonable period of time, it may be removed by the County.
- K. The County Commissioners may waive or modify any requirement of this policy as it deems appropriate on a case-by-case basis.

## **VI. APPLICABILITY**

This policy governs only those applications made to request Watauga County buildings, structures, memorials, plaques, markers, areas, facilities and spaces naming or renaming opportunities.

## VII. LIMITATIONS

- A. Although the Board of County Commissioners should be sensitive to the need for continuity in designating Naming Opportunities and to the recognition given to generous donors throughout its history, it cannot guarantee the continued designation of a Naming Opportunity.
- B. Designation of a Naming Opportunity will only apply to that particular County building, structure, memorial, plaque, marker, area, or facility and the name cannot be transferred to another County building, structure, memorial, plaque, marker, area, or facility without being proposed using the formal process outlined in the Policy.
- C. The use and ownership of any County facility, property, or space may change; consequently, the designation of a Naming Opportunity is not a guarantee that the use or ownership of the County building, structure, memorial, plaques, marker, area, or facility will remain the same in perpetuity.
- D. The naming of any County building, structure, memorial, plaques, marker, area, or facility by the Board of County Commissioners shall not create a property interest in the Naming Opportunity.

## VIII. RESPONSIBILITY

- A. The County Manager is responsible for monitoring and ensuring regular review of this Policy.
- B. All costs associated with the publication of the notice shall be paid by the applicant. If the designation is approved by the County Commissioners, all costs associated with the signage and installation shall be the responsibility of the applicant.
- C. Any individual, family, group or organization sponsoring a dedication or memorial must provide sufficient funds to purchase, install and maintain any plaque or other form of label associated with the recognition.
- D. The County will make every effort to preserve any dedication plaque or other dedicated object such as a tree, bench, etc.
- E. If the dedication includes the gift of a tree or other plant, the County will provide its regular standard of landscape care for the planting. If the planting does not survive, the County is not obligated to provide a replacement.
- F. The County Commissioners may waive or modify any requirement of this policy as it deems appropriate on a case-by-case basis.



## Watauga County Facility, Property, and Space Naming Application

Before submitting, please review the County Facility, Property, and Space Naming Policy.

**Name of proposed honoree(s)** \_\_\_\_\_

**Proposed location of the building, structure, memorial, plaque, marker, area, or facility to be named** \_\_\_\_\_

If the proposed honoree(s) is a **living individual** please attach:

- a) Current resume (may include items b-d below).
- b) List of volunteer and/or service activities, including dates of involvement and offices held.
- c) List of professional accomplishments.
- d) List of honors and/or awards, both volunteer and professional, including dates awarded.
- e) Information regarding any significant donations, gifts, financial support or contributions made by the individual to Watauga County.
- f) Additional documents that support the proposal (optional)

If the proposed honoree(s) is a **deceased individual**, please attach:

- a) Source-identified, dated copy of obituary.
- b) List of volunteer and/or service activities, including dates of involvement and offices held.
- c) List of professional accomplishments.
- d) List of honors and/or awards, both volunteer and professional, including dates awarded.
- e) Information regarding any significant donations, gifts, financial support or contributions made by the individual to Watauga County.
- f) Additional documents that support the proposal (optional).

If the proposed honoree(s) is an **organization**, please attach:

- a) A copy of the charter for the organization, including mission statement.
- b) A copy of the minutes of the meeting or authentic copy of the proclamation made that substantiates the organization's desire to seek a County facility, property, or space naming or renaming opportunity.
- c) List of service to community, both volunteer and monetary, including dates of involvement and results.
- d) Authentic copies of recognitions awarded by national organization of which the local organization is an affiliate.
- e) List of other honors/awards earned by organization.
- f) Narrative as to why the organization should be honored with the naming of a facility.
- g) Information regarding any significant donation, gifts, financial support or contributions made by the organization to the County.



Narrative describing why the individual should be honored with the naming or dedication of a building, structure, memorial, plaque, marker, area, or facility: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach additional pages if more space is required.

**Please note: Honoree will be subject to a background check.**

Please submit this application and all attachments to: **Watauga County Manager  
814 West King Street, Suite 205  
Boone, North Carolina 28607**

**Applicant Contact Information & Signature**

Name \_\_\_\_\_  
Organization \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Telephone \_\_\_\_\_  
E-mail \_\_\_\_\_  
Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**Office Use Only**

Date Received: \_\_\_\_\_ By: \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_



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# WATAUGA COUNTY

OFFICE OF THE  
COUNTY MANAGER

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Administration Building, Suite 205 – 814 West King Street – Boone, NC 28607 – (828) 265-8000  
TDD 1-800-735-2962 – Voice 1-800-735-8262 – FAX (828) 264-3230

## MEMORANDUM

TO: Board of County Commissioners

FROM: Deron Geouque  
County Manager

SUBJECT: Elimination of the DSS Board

DATE: February 18, 2013

Per Commissioner request, staff has compiled information pertaining to the potential abolishment of the Watauga County DSS Board and for the powers vested in this Board to be assumed and conferred to the Watauga County Board of Commissioners. Under House Bill 438, which Governor Beverly Perdue signed into law, N.C. General Statute 153A was amended to allow consolidation of the DSS and health boards that oversee the Department of Social Services and the Health Department. The move will allow commissioners more control and oversight of the two agencies. Under the new law, commissioners have the choice to leave everything operating exactly as it is now—with a separate DSS board. Commissioners can also vote to dissolve the DSS board, in which the commissioners can choose to absorb the boards' responsibilities or to create an advisory board that consolidates human services into one board. The board would have policy-making and fee-setting functions.

Should the Board wish to abolish the DSS Board and assume its responsibilities the following process would need to occur.

1. Provide a 30 day notice of Public Hearing detailing the Board's intent to disband the DSS Board and consolidate the responsibilities and duties under the Board of Commissioners.
2. Conduct a public hearing.
3. Board of County Commissioners adopt a resolution assuming and conferring upon the Board the powers and duties of the DSS Board.

STATE OF NORTH CAROLINA

**DRAFT**

COUNTY OF WATAUGA

**RESOLUTION**

**ABOLISHING THE WATAUGA COUNTY BOARD OF SOCIAL SERVICES AND  
ASSUMING AND CONFERRING UPON THE BOARD OF COMMISSIONERS  
ALL POWERS, RESPONSIBILITIES AND DUTIES OF THE  
WATAUGA COUNTY BOARD OF SOCIAL SERVICES PURSUANT TO  
NORTH CAROLINA GENERAL STATUTES 153A-76 AND 153A-77**

**WHEREAS**, North Carolina General Statutes 153A-76 and 153A-77 set out the authority of County Boards of Commissioners over commissions, boards and agencies; and

**WHEREAS**, the Watauga County Board of Commissioners states its intention to abolish the Watauga County Board of Social Services and assume and confer upon the Board of Commissioners all powers, responsibilities and duties of the Watauga County Board of Social Services; and

**WHEREAS**, the Watauga County Board of Commissioners may exercise the power and authority conferred by statute after a public hearing held by said board pursuant to 30 days' notice of said public hearing given in a newspaper having general circulation in Watauga County; and

**WHEREAS**, Notice of Public Hearing was published on April 1, 2013 (to be determined if the Board elects to proceed forward) in a newspaper having general circulation in Watauga County; and

**WHEREAS**, a Public Hearing was held at a regular meeting of the Watauga County Board of Commissioners on April 16, 2013.

**NOW, THEREFORE, BE IT RESOLVED**, that the Watauga County Board of Commissioners hereby abolishes the Watauga County Board of Social Services and assumes and confers upon the Board of Commissioners all powers, responsibilities and duties of the Watauga County Board of Social Services.

**ADOPTED** this the 7<sup>th</sup> day of May, 2013.

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

ATTEST:

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