

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

**TUESDAY, AUGUST 20, 2024
5:30 P.M.**

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

| TIME | # | TOPIC | PRESENTER | PAGE |
|------|----|--|-------------------|------|
| 5:30 | 1 | CALL REGULAR MEETING TO ORDER | | |
| | 2 | APPROVAL OF MINUTES: August 6, 2024, Regular Meeting | | 1 |
| | 3 | APPROVAL OF THE AUGUST 20, 2024, AGENDA | | 9 |
| 5:35 | 4 | PUBLIC COMMENT – Will last up to 1-hour dependent on number of speakers | CHAIRMAN TURNBOW | 11 |
| 5:40 | 5 | PROPOSED RURAL DOWNTOWN ECONOMIC DEVELOPMENT GRANT AND RESOLUTION REQUEST | MR. JACOB STARKS | 13 |
| 5:45 | 6 | PROPOSED “END OVERDOSE IN WATAUGA COUNTY” PROCLAMATION AND REQUEST TO USE GREENSPACE AT THE HUMAN SERVICES COMPLEX | MS. MARY MCKINNEY | 25 |
| 5:50 | 7 | IT REQUEST TO PURCHASE STORAGE DEVICE | MR. DREW EGGERS | 29 |
| 5:55 | 8 | TAX MONTHLY COLLECTIONS REPORT | MR. LARRY WARREN | 33 |
| 6:00 | 9 | MISCELLANEOUS ADMINISTRATIVE MATTERS | MR. DERON GEOUQUE | |
| | | A. Kill/Chill Update and Bid Awards Requests | | 35 |
| | | B. Boards and Commissions | | 37 |
| | | C. Announcements | | 43 |
| 6:05 | 10 | ADJOURN | | |

AGENDA ITEM 2:

APPROVAL OF MINUTES:

August 6, 2024, Regular Meeting

DRAFT

MINUTES
WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, AUGUST 6, 2024

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, August 6, 2024, at 5:30 P.M. in the Commissioners’ Board Room located in the Watauga County Administration Building, Boone, North Carolina.

Chairman Turnbow called the meeting to order at 5:30 P.M. The following were present:

- PRESENT:**
- Larry Turnbow, Chairman
 - Charlie Wallin, Vice-Chairman
 - Todd Castle, Commissioner
 - Braxton Eggers, Commissioner
 - Ray Russell, Commissioner
 - Andrea Capua, County Attorney
 - Deron Geouque, County Manager
 - Anita J. Fogle, Clerk to the Board

Vice-Chairman Wallin opened with a prayer and Commissioner Russell, led the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Turnbow called for additions and/or corrections to the July 16, 2024, regular minutes and closed session minutes.

Commissioner Russell, seconded by Commissioner Eggers, moved to approve the July 16, 2024, regular meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Russell, seconded by Commissioner Eggers, moved to approve the July 16, 2024, closed session minutes as presented.

VOTE: Aye-5
Nay-0

APPROVAL OF AGENDA

Chairman Turnbow called for additions and/or corrections to the August 6, 2024, agenda.

County Manager Geouque requested to add a potential change order for the Hannah Parking Lot Project.

Vice-Chairman Wallin, seconded by Commissioner Castle, moved to approve the August 6, 2024, agenda as amended.

VOTE: Aye-5
Nay-0

PUBLIC COMMENT

There was no public comment.

PROPOSED RURAL DOWNTOWN ECONOMIC DEVELOPMENT GRANT REQUEST

Mr. Jacob Starks, Regional Library Director, requested permission to apply for the Public Buildings (Renovation or Additions) Improvements grant. The grant was for publicly owned buildings in a downtown district that serve a public and have a community-wide use such as a community center, theater, civic center, recreation center, or library. The grant requires a 5% local match which may need to be allocated out of funds already allocated toward the future expansion of the Library. The maximum amount available through the grant is \$850,000; however, the amount awarded is based on jobs provided (including current positions) and, therefore, a lower amount would most likely be requested. Mr. Starks stated that, at this time, their focus was on renovating the existing library. Mr. Starks requested authorization to apply for the grant and for the Board to adopt a resolution supporting the application.

Mr. Starks stated that he would provide a draft resolution at the August 20, 2024, meeting. County Attorney Capua recommended to make sure the resolution included all of the statements required in the grant application.

Chairman Turnbow tabled this item to allow for consideration of the resolution to be presented at the August 20, 2024, meeting.

REPORT ON WATAUGA COUNTY OPIOID SETTLEMENT PROJECTS

Ms. Jennifer Greene, AppHealthCare Director, presented the latest opioid settlement projects for the County. The Review Committee included Commissioner Eggers and Commissioner Russell, individuals with lived experience, and representatives from the Sheriff's Office.

The Committee received an overview of the proposals and scoring process, reviewed scores, narrowed the list of applicants and determined any items for follow up. In June the Committee reviewed follow up items from applicants and discussed any final concerns before documents were prepared in July for FY 2024-2025 grants. Five proposals were received totaling \$724,141.53 with \$810,179.00 available to award.

The projects selected by the Review Committee (with a possible future project to come) were as follows:

| Applicant: | Project Summary: | Proposed Amount to Award for Year 1: |
|--|--|--|
| Mediation & Restorative Justice Center/Homestead Recovery Center | Operation of Watauga Law Enforcement Assisted Diversion (LEAD), Recovery on the Inside (ROI), Peer Services, The Homeplace Recovery Housing and the Reentry Service Station. | \$174,690 |
| AppHealthCare | <p>Oversight and administration of opioid settlement expenditures, complete required reporting, develop and improve opioid-related data, and lead strategic planning efforts for future projects; Harm reduction services, training, and health education to prevent and/or reduce overdose deaths in alignment with the Vital Strategies matching funds grant.</p> <p>Work with <u>Hospitality House of Northwestern NC</u> to provide dedicated housing services for Watauga County individuals that have been impacted by Opioid Use Disorder alongside Substance use Disorder or other co-occurring Mental Health conditions and are experiencing homelessness</p> | <p>\$161,245</p> <p>\$75,000</p> |
| Western Youth Network | Serve additional students in the mentoring program, all of whom will be referred by school mental health professionals, juvenile court case workers, or Department of Social Services due to substance misuse in the household; provide YMHFA training. | \$85,205 |
| High Country Community Health | Identify and serve individuals that are not currently involved in treatment for opioid use disorder (OUD) and/or those that have had health and/or legal consequences due to use of substances. | \$150,000 |
| | TOTAL: | = \$646,140 |

Ms. Greene presented a proposed Memorandum of Agreement and “A Resolution By The County of Watauga To Direct The Expenditure of Opioid Settlement Funds” for consideration.

Ms. Greene stated that in the Fall of 2024 the Committee would follow up with awardees for any requested additional information, confirm with State partners project alignment with the MOA, AppHealthCare and the County would complete and submit a budget or resolution authorizing expenditures to the NC DHHS dashboard, and the projects would begin. In late Fall/early Spring of 2025 strategic planning for future projects would begin.

Commissioner Eggers stated that a lot of due diligence was put forth by the honest, good, open minded group of members on the Review Committee. Mr. Eggers stated that he was confident the correct recommendations were made.

Commissioner Russell stated that Review Committee had great and robust discussion which got to the core of what needed to get done. Mr. Russell appreciated the work by AppHealthCare and all of the organizations involved.

Chairman Turnbow read the resolution.

Commissioner Russell, seconded by Commissioner Eggers, moved to approve the Memorandum of Agreement and adopt the Resolution as read by Chairman Turnbow.

VOTE: Aye-5
Nay-0

CHANGE ORDER REQUEST FOR HANNAH PAVING PROJECT

Mr. Robert Marsh, Maintenance Director, stated that during work on the Hannah paving project it was discovered by Tri-County Paving, the Contractor, that a river rock gravel base existed under the old pavement made up of stones of various size and very little depth. Due to the unsuitable gravel base and its required replacement, a Change Order will be needed to finish the project in an amount not to exceed \$124,990. County Manager Geouque stated that he was later informed that the amount could be as much as half of the suggested “not to exceed amount” as quoted by Mr. Marsh.

Mr. Marsh stated that the Change Order was not included in the FY 24-25 budget, and funds would need to be transferred from the General Fund to the maintenance budget. County Manager Geouque stated that the funds would come from the \$2,000,000 awarded from the General Assembly for parking.

Vice-Chairman Wallin, seconded by Commissioner Russell, moved to approve the change order in an amount not to exceed \$124,990 with funds to be allocated from the General Fund to the Maintenance budget as detailed by Mr. Marsh and the County Manager.

VOTE: Aye-5
Nay-0

REQUEST TO TRANSFER POINTS WITHIN NCDOT'S STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP)

Mr. Jason Walker, Planning and Inspections Director, stated that Mr. David Graham, Transportation Planner with the High Country Council of Governments, has requested approval to transfer local input points from the US 421 Daniel Boone Parkway Section A project (H170838A) to the US 421/Poplar Grove Connector roundabout project (H171686). Mr. Walker stated that Boone Town Manager, Amy Davis, indicated that the Town Council would consider the same change at their August 14th meeting; the same date a decision was due.

Chairman Turnbow, seconded by Commissioner Castle, moved to accept the transfer of points from the US 421 Daniel Boone Parkway Section A project (H170838A) to the US 421/Poplar Grove Connector roundabout project (H171686).

VOTE: Aye-5
Nay-0

SANITATION EQUIPMENT PURCHASE REQUEST

Mr. Phillip Harrison, Operations Services Manager, requested approval of bids for one John Deere 624 P-Tier Loader, one Peterbilt 520 Titan Front Loader Trash Truck, and two 2024 Mac 48' Tipper Trailers. The equipment was required to provide continuous operations of the transfer station.

The following bids were received:

| Company | Product | Price |
|--|------------------------------|--------------|
| James River Equipment, Wilkesboro, NC | John Deere 624 P-Tier Loader | \$306,851.08 |
| James River Equipment, Statesville, NC | John Deere 624 P-Tier Loader | \$310,181.56 |
| James River Equipment, Charlotte, NC | John Deere 624 P-Tier Loader | \$313,391.56 |

| Company | Product | Price |
|--|---|--------------|
| NuLife Municipal Truck Center, Easley, SC | Peterbilt 520 Titan Front Loader Trash Truck | \$366,195 |
| Carolina Environmental Systems, Greenville, SC | Peterbilt 520 Front Loader Trash Truck | \$425,000 |

| Company | Product | Price |
|---|---|--------------|
| Nationwide Haul, Pompano Beach, FL | 2025 Mac 48' Tipper Trailer | \$69,981.00 |
| Hale Trailer Brake & Wheel, Voorhees, NJ | 2025 East Genesis 48' Tipper Trailer | \$74,500.00 |
| Southeast Utility Trailers, Statesville, NC | 2024 Mac 48' Tipper Trailer | \$74,893.00 |

The bid awards were requested as follows: James River Equipment, Wilkesboro, NC, for the John Deere 624 P-Tier Loader in the amount of \$306,851.08; NuLife Municipal Truck Center, Easley, SC, for the Peterbilt 520 Titan Front Loader Trash Truck, in the amount of \$366,195; and Southeast

Utility Trailers, Statesville, NC, for the two 2024 Mac 48' Tipper Trailers in the amount of \$74,893.00, which is the lowest bid once delivery charges are factored into the costs.

Mr. Harrison shared that the County has two large loaders and one small loader. Recycling operations utilize the 2005 and 2008 loaders and the transfer station utilizes the 2012 loader. Currently, the 2005 loader is down leaving the recycling facility with only the 2008 smaller loader and no backup for the transfer station. In the event the 2012 loader went down, the County would be required to rent at least one loader to maintain operations.

The County has three trash trucks with the 2017 and 2019 models serving daily operations and the 2014 as backup. The 2014 model was only used in emergency situations due to its current condition. The new truck would replace the 2014 which has reached its end-of-life cycle. The two new trailers would serve multiple purposes such as back-up to the single trailer, transportation of used tires, recycling, and municipal solid waste. The additional trailers would also position the County to increase the amount of waste hauled to provide cost savings and flexibility in the future to control costs by reducing or eliminating the third-party hauler. Mr. Harrison also shared that CEI was doing a great job but there was more volume now reaching 13-14 loads a day compared to the eight trailers currently contracted with CEI.

Mr. Harrison stated that adequate funds were available from retained earnings to cover the requested expense and requested approval for the requests in the total amount of \$822,832.08 with funds to be allocated from retained earnings.

Commissioner Eggers stated that he wished this would have been brought to the Boards attention during the budget process but realized that was under the former Director.

Commissioner Russell, seconded by Vice-Chairman Wallin, moved to award the bids as follows: to James River Equipment, Wilkesboro, NC, for the John Deere 624 P-Tier Loader in the amount of \$306,851.08; NuLife Municipal Truck Center, Easley, SC, for the Peterbilt 520 Titan Front Loader Trash Truck, in the amount of \$366,195; and Southeast Utility Trailers, Statesville, NC, for the two 2024 Mac 48' Tipper Trailers in the amount of \$74,893.00, which is the lowest bid once delivery charges are factored into the costs with the total cost of all being \$822,832.08.

VOTE: Aye-4(Turnbow, Wallin, Castle, Russell)
Nay-1(Eggers)

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Boards and Commissions

County Manager Geouque presented the following:

Watauga County Library Board

The Watauga County Library Board has recommended the following appointments: Hollis Smith to fill the unexpired term of Carol Deal expiring in August of 2026; Mary Stolberg for a first term

replacing Roberta Jackson expiring in August of 2028; and Wendy Jessen for a first term replacing a vacant seat expiring in August of 2028.

Commissioner Eggers, seconded by Vice-Chairman Wallin, moved to waive the second reading and appoint Hollis Smith to a term expiring in August of 2026; Mary Stolberg to a term expiring in August of 2028; and Wendy Jessen to a term expiring in August of 2028.

VOTE: Aye-5
Nay-0

B. Announcements

County Manager Geouque announced that the 117th NCACC Annual Conference is scheduled to for August 8-10, 2024, in Forsyth County. Commissioners Eggers and Russell planned to attend the Conference with Commissioner Russell serving as the County's Voting Delegate.

ADJOURN

Vice-Chairman Wallin, seconded by Commissioner Castle, moved to adjourn the meeting at 6:34 P.M.

VOTE: Aye-5
Nay-0

Larry Turnbow, Chairman

ATTEST: Anita J. Fogle, Clerk to the Board

AGENDA ITEM 3:

APPROVAL OF THE AUGUST 20, 2024, AGENDA

Blank Page

AGENDA ITEM 4:

PUBLIC COMMENT

MANAGER'S COMMENTS:

Public Comment will last up to 1-hour dependent upon the number of speakers.

Blank Page

AGENDA ITEM 5:

PROPOSED RURAL DOWNTOWN ECONOMIC DEVELOPMENT GRANT REQUEST

MANAGER'S COMMENTS:

Mr. Jacob Starks, Regional Library Director, will request the Board adopt the resolution required for the Public Buildings (Renovation or Additions) Improvements grant. The grant requires a 5% match from the County which would be allocated from the Library Capital Reserve account.

Staff seeks direction from the Board.

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

**A RESOLUTION OF THE COUNTY COMMISSIONERS OF WATAUGA COUNTY, NORTH CAROLINA, IN
SUPPORT OF THE NORTH CAROLINA DEPARTMENT OF COMMERCE’S RURAL DOWNTOWN
ECONOMIC DEVELOPMENT GRANT FOR RENOVATING THE
WATAUGA COUNTY LIBRARY**

WHEREAS, the Watauga County Library serves as a vital community resource, providing educational, cultural, and informational services to the residents of Watauga County; and

WHEREAS, the current library facility requires significant renovations to meet the growing needs of the community’s entrepreneurs and workforce, remote and digital, including expanded meeting space, temporary office, and improved accessibility; and

WHEREAS, the North Carolina Department of Commerce has established the Rural Downtown Economic Development Grant to support the revitalization of downtown districts and public buildings, including libraries, in rural communities; and

WHEREAS, the Watauga County Library’s renovation project aligns with the goals of the Rural Downtown Economic Development Grant by enhancing public infrastructure, promoting economic development, and improving the quality of life for residents; and

WHEREAS, the County of Watauga is committed to supporting the renovation of the Watauga County Library and recognizes the importance of securing additional funding to complete this project; and

WHEREAS, the County of Watauga agrees to provide matching funds equivalent to 5% of the grant amount if awarded, demonstrating its commitment to the success of the project.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Watauga, North Carolina, as follows:

1. The County Commissioners hereby express their full support for the application to the North Carolina Department of Commerce’s Rural Downtown Economic Development Grant for the renovation of the Watauga County Library.
2. The County Commissioners authorize the provision of matching funds equivalent to 5% of the grant amount if awarded, to be allocated from the county’s budget allocated for library expansion and renovation.
3. The County Commissioners direct the appropriate county officials to take all necessary actions to submit the grant application and to provide any additional information or documentation required by the North Carolina Department of Commerce.
4. This resolution shall take effect immediately upon its adoption.

ADOPTED by the Board of County Commissioners on this 20th, day of August, 2024.

ATTEST:

Larry Turnbow, Chairman
Watauga County Board of Commissioners

Anita J. Fogle, Clerk to the Board



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

The Rural Economic Development Division, as authorized under N.C.G.S 143B-472.127, administers grants to local government units awarded by the Rural Infrastructure Authority to support downtown revitalization/economic development activity. The program gives priority to projects located in the 80 most distressed counties in the state, and local units of government working with the Rural Economic Development Division's NC Main Street & Rural Planning Center.

I. PROGRAM CATEGORY

RURAL DOWNTOWN ECONOMIC DEVELOPMENT:

The purpose of the program is to support downtown revitalization and economic development initiatives that are intended to help local governments grow and leverage downtown districts as assets for economic growth, economic development, and prosperity.

This program will support projects that:

- Provide **public improvements that help retain businesses** and attract customers to business districts.
- Support publicly owned **downtown economic development** initiatives that leverage main streets and downtown districts as economic engines.
- Facilitate **publicly owned building improvements** that are used for community-wide uses or mixed-use development in or on properties that are publicly owned and controlled.

II. HOW TO APPLY

ELIGIBLE APPLICANTS & PROJECTS:

Eligible applicants are units of local government located in Tier 1 or Tier 2 counties, and rural census tracts in Tier 3 counties. For the purposes of this program, units of local government are defined as municipal or county governments within the state of North Carolina.

Eligible projects are located in the downtown or central business district within [Tier 1 and Tier 2 Counties](#), and [Rural Census Tracts in Tier 3 Counties](#), are eligible for funding. A rural census tract* is an area having a population density of less than 500 people per square mile in accordance with the most recent decennial federal census.

FUNDING AVAILABILITY:

The potential funding available for each project will be assessed through analysis of the project and will be based upon the project's location in the downtown district, its community-wide use, the anticipated economic impact of the project, and at the discretion of the Rural Infrastructure Authority.



Rural Downtown Economic Development Grants

The maximum grant amount is \$850,000 per grantee and may not exceed \$12,500 per projected job created or retained. There is no minimum grant amount. Applicants should consider feasibility as it relates to the overall cost of any project. Grant administration costs are limited to five percent (5%) of the awarded grant total. No costs incurred prior to grant awards are eligible for reimbursement.

Projects that meet the criteria below may receive the highest priority consideration:

- Located in a Tier 1 or Tier 2 county.
- Working with the NC Main Street & Rural Planning Center in one or more of the following capacities:
 - Designated as a NC Main Street or Small-Town Main Street community,
 - Engaged with the NC Rural Planning Program on Strategic Economic Development Planning or the Community Economic Resiliency and Recovery Initiative (CERRI)
 - Selected to participate in the Rural Community Capacity (RC2) program,
 - Awarded Rural Transformation Grant Funds (RTGF) for a project in a downtown district.
 - OR selected to participate in the Creating Outdoor Recreation Economies (CORE) program

ELIGIBLE ACTIVITIES:

Projects funded under the Rural Downtown Economic Development Category may include the following types of activities:

| Category | Description |
|--|---|
| Public Infrastructure | Improvements to publicly owned infrastructure in a downtown district, that serve a community-wide use, such as lots, alleys, streetscapes, waterfront developments, and parks. *Parking lot projects are NOT eligible. |
| Public Buildings (Renovation or Additions) | Improvements to publicly owned buildings in a downtown district that serve a public, community-wide use, such as a community center, theater, civic center, recreation center, or library. *New construction projects are NOT eligible. |
| Mixed-Use Downtown Development (Renovation or Additions) | Improvements to publicly owned property in a downtown district that may be zoned and developed for a mix of uses. The mix of uses may include two or more of the following: retail, restaurant, service, professional, nonprofit, governmental, institutional, or residential. *New construction projects are NOT eligible. |



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

III. MATCH REQUIREMENTS

- A cash match equivalent to at least 5% of the grant amount is required for all projects.
- The cash match shall come from local resources and may not be derived from other State or Federal grant funds.
- Costs that are ineligible for grant funding may not be considered for the match. The only exception is paid grant administration when paid to an organization separate from the applicant organization.
- In-kind match is not allowable.

IV. APPLICATION PROCESS

Units of local government seeking funds from the Rural Downtown Economic Development Grant category are required to submit a formal application to the North Carolina Department of Commerce through the online grants management portal, [Rural Connect Portal](#).

A full and complete application, including all necessary supporting documentation, should be submitted by **5:00 p.m. on August 22, 2024**.

Applicants will be notified in writing if their project has been awarded. Following the award, the Rural Economic Development Division will provide grantees with grant administration contracts to execute the terms of the grant. Projects must be completed within 36 months of the award.

V. APPLICATION REQUIREMENTS

DEFINE THE PROJECT AREA:

Clearly and fully describe the scope of the project area.

- Description should identify the local government where the proposed project will take place.
- Identify the qualified census tract and the NC Department of Commerce County tier designation.
- Attach detailed color maps or schematics that show the project area. This may include diagrams of building sites, and floorplans of buildings to be improved.
- On the map, clearly identify any properties listed on the National Register of Historic Places, National Register Districts, downtown district boundaries, neighborhood boundaries, etc. that are in the project area. For projects involving National Register properties, review by the State Historic Preservation Office must be completed before a grant can be awarded, though an application may be submitted prior to completing the SHPO process.
- Include details, such as linear feet to be constructed, square footage, acreage served, and timelines for starting and completing each component.



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

- Please attach any historical and current photographs that are pertinent to the project area.

DESCRIBE THE SCOPE OF THE PROPOSED PROJECT

Provide a detailed work plan that includes a description of all major project activities. Describe in detail how the anticipated investments will promote economic vitality in the project area.

- Include a detailed description of all programs, services, or capital expenditures.
- Include a detailed description of all major construction components.

DESCRIBE THE PROJECT TIMELINE:

Please provide a timeline that includes a description of all major project activities.

DESCRIBE THE PROJECT TEAM:

Demonstrate the ability for the project team to undertake/accomplish the proposed scope of work including, but not limited to, the project teams' qualifications and experience managing sizeable grants and state/federal awards; familiarity with state/federal grant regulations; and organizational policies, procedures, and systems. The project team is defined as local government staff, grant administrators, and any consultants under contract at the time of application that are needed to complete the project.

DESCRIBE THE ANTICIPATED OUTCOMES

Identify the anticipated outcomes that will result in improved economic impacts, as a direct result of the project.

- Outcomes must include projected Job Creation and/or Retention. This may include employees of private businesses reasonably anticipated to benefit from the project. As noted above, no grant shall be awarded more than \$12,500 per job reasonably anticipated to be created or retained as a result of the project.
- Outcomes could include but are not limited to the amount of linear feet of streetscape improvements, number of small businesses improved/assisted, number of households improved, number of publicly owned properties improved.

DESCRIBE THE PROJECT SUSTAINABILITY

Describe the commitment of the proposed project's stakeholders/partners to sustaining activities and impacts beyond this investment. Describe if this project will provide long-term sustainability in your community.

VI. COMPLIANCE REQUIREMENTS

Administration of awards is also subject to the same regulations, restrictions, and requirements as other state awards. These include but are not limited to [09 NCAC 03M](#):



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

- **Single Audit Requirement** - Grantees must comply with [09 NCAC 03M .0205\(a\)\(3\) and \(b\)\(4\)](#).
- **Environmental Review** - Grantees are required to comply with the requirements of the [NC State Environmental Policy Act](#).
- Awards will be contingent upon completion and compliance of Environmental Review (ER). The ER form should be included as an attachment to be considered for the final grant award.
- **Labor Standards** - Grantees will be encouraged to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. They should prioritize in their procurements procedures employers with high labor standards and prioritize employers without recent violations of federal and state labor and employment laws. Grantees should consider the alternatives of improving existing capital assets already owned or leasing other capital assets.
- **Conflict of Interest** - The following people or their immediate family members shall not have any direct or indirect financial interest in any contract, subcontract, or the proceeds thereof for work to be performed in connection with the grant during their tenure or for one year thereafter: (1) employees or agents of the recipient who exercise any function or responsibility for the project, and (2) officials of the recipient including members of the governing body.

VII. PROCUREMENT

The grantee must have a written Procurement Policy that meets the requirements specified in [09 NCAC 03M](#). The procurement procedures must reflect applicable State and local laws, should promote free and open competition, and describe efforts to encourage minority and female owned businesses to submit bids/proposals. Grantees must contract for the procurement of goods, services, and construction projects.

Grantees must enter procurement solicitation for any contract over \$50,000 in the [Statewide Interactive Purchasing System](#) (IPS) as well as provide the information to the Rural Economic Development Division Compliance Office. All notices must be posted in IPS at least three days before the procurement process begins. Only the local government must set up IPS to post solicitation documents electronically.

VIII. MONITORING



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

The Rural Economic Development Division will monitor the project through mechanisms, including review of annual reports received from the grant recipient, through phone/email/letter correspondence, through receipt of all published press articles about the project as provided to the Division by the local government, and through on-site monitoring visits.

Division staff will notify the grantee at least 30 days before on-site monitoring visits and the monitoring forms are located on the website. Complete the monitoring forms per the approved application activities and have the prepared forms ready for the monitoring visit. Any performance findings or administrative concerns resulting from the monitoring review must be mutually resolved before a grant can be formally closed.

IX. REPORTING REQUIREMENTS

Division staff will provide grantees with detailed reporting requirements when a project grant agreement is issued.

X. LOCAL GOVERNMENT ROLES AND RESPONSIBILITIES

The local government is responsible for managing the day-to-day operations of the activities funded by the Rural Downtown Economic Development Grant to ensure the funds are used in accordance with all program requirements and written agreements and taking action when performance problems arise. Specifically, the local government is responsible for the following:

- **Management and Oversight:** The elected officials are legally, financially, contractually, and programmatically responsible for the project. The local government is responsible to the State of North Carolina even if they have a contract administrator or sub-recipient relationship.
- **Financial Management:** The local government must ensure proper accounting of funds to avoid disallowed costs. This includes accurate identification of project costs and cash balances and proper internal controls.
- **Statement of Assurances and Certifications:** The local government elected officials and administrators should read and understand these documents and the implementation obligations.
- **Grant Agreement:** If awarded, the local government will receive a grant agreement and funding approval from the State. These documents are contractually binding and cannot be changed without State approval.

XI. PROJECT AMENDMENTS, BUDGET AMENDMENTS AND BUDGET REVISIONS



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

When making any change to the approved application, grantees should contact the representative assigned to the grant to discuss the proposed changes. The representative will assist the grantee with the program amendment, budget amendment, and/or budget revision process.

When changing activities or scope of the project, the environmental review record must be updated. After revisions, the environmental review must be submitted to the Main Street Grants Administrator.

XII. FINANCIAL MANAGEMENT REQUIREMENTS

Division staff will monitor the grantee to determine compliance with the financial management requirements. The review will determine if records are maintained in compliance with the State of North Carolina requirements. This monitoring is performed through a desktop audit and at least one on-site visit. Typically, ledgers, invoices, canceled checks, bank statements and requisitions are reviewed to see that the grantee has an adequate system of financial management. Division staff may also make specific requests to review information or documentation relating to financial management of a grant.

XIII. RECORD KEEPING REQUIREMENTS

If awarded, grantees must provide access to all records. Records must be retained for 5 years after the Rural Downtown Economic Development Grant closes. Records must comply with the State requirements.

XIV. CONTACTING WITH SMALL AND MINORITY-OWNED BUSINESSES, WOMEN AND VETERAN OWNED BUSINESSES, AND LABOR SURPLUS AREA FIRMS

Grantees must ensure actions are taken to use minority businesses, women and veteran owned businesses, and labor surplus area firms when possible.

XV. USE OF NC LICENSED PROFESSIONALS

While not mandatory, the Rural Division strongly recommends the use of North Carolina licensed professionals on construction projects. This includes inspectors, electricians, HVAC installers and repairers, plumbers, and general contractors. However, it is important to note that bids and dwellings that are \$40,000 and greater can ONLY BE ACCEPTED BY A LICENSED GENERAL CONTRACTOR, licensed by the [State of North Carolina per Article 1 of Chapter 87 of the General Statute](#).

XVI. OTHER REQUIREMENTS AND ATTACHMENTS



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

Recipients will also be required to comply with any subsequent requirements issued by the Division. Consult the Required Attachments section in the application. Please note that if key items are not submitted with the application, they will be returned to the local government.

XVII. APPLICATION CHECKLIST

Applicants should review the Grant Application Checklist to verify the information and documentation needed to apply for funds.

1. Local Government Information

- Local Government name
- Local Government contact name, title, telephone, address, email
- Federal Employer Identification Number
- Unique Entity ID

2. External Administrator Information (if applicable)

- Project Administrator name
- Project Administrator title, telephone, address, email

3. Project Information

- Project Title
- Project Description

4. Property Information (if applicable)

- Census Tract Number
- Property Address
- Legal Name of Property Owner
- Listed on the National Register of Historic Places?
- Month/Date/Year of Building/Lot Became Vacant (if applicable)
- Building Square Footage
- Lot Size
- Year Constructed
- Description of property's condition

5. Narrative Questions

Refer to section V. for details that should be included in the narrative answers.

ATTACHMENT CHECKLIST:

In addition to the above attachment requirements, also include:

- Define the Project Area
- Scope of Project Proposed
- Description of Project Team
- Local Resolution (can be combined with 5% match resolution)



**NC DEPARTMENT
of COMMERCE**
RURAL ECONOMIC
DEVELOPMENT

Rural Downtown Economic Development Grants

- Local Resolution committing to a 5% match using local resources (can be combined with local resolution)
- Property Deed/Evidence of Site Control
- Environmental Review Form- Grantees are required to comply with the requirements of the NC State Environmental Policy Act. Awards will be contingent upon completion and compliance of Environmental Review (ER). The ER form should be included as an attachment to be considered for the final grant award.
- Environmental Review Correspondence
- Job Justification Spreadsheet – supplied in portal.
- Cost Estimates – must have professional cost estimates.
- Cost Estimate Spreadsheet – supplied in portal.
- Budget with matching funding sources identified. The budget should identify the required 5% local resource match.
- Project Timeline
- 10-Year Pro Forma (only needed for building construction projects)
- Architectural Renderings for Historic Rehabilitation
- Photos of project site

APPLICATION SUBMISSION

Applicants should submit the application package via the [Rural Connect Portal](#).

Liz Parham, Director, NC Main Street & Rural Planning Center

Questions, contact: Lisa Rueh, Main Street Grants Administrator

Lisa.rueh@commerce.nc.gov

919-817-3999

Blank Page

AGENDA ITEM 6:

PROPOSED “END OVERDOSE IN WATAUGA COUNTY” PROCLAMATION AND REQUEST TO USE GREENSPACE AT THE HUMAN SERVICES COMPLEX

MANAGER’S COMMENTS:

Ms. Mary McKinney will request the Board authorize the installation of art at the greenspace in front of the Human Services complex in late August and leave in place to be incorporated into the September 30, 2023 Recovery Community Block Party. The art installation will include flags or path lights to represent the number of lives lost to overdose last year, making a path to a mailbox (similar to the one used last year) for people to leave letters for/about their lost loved ones and to access overdose reversal supplies and information, and the "My Loved One", "You Are Not Alone", and "Hope" screen printed flags created for the event last year.

Ms. McKinney will also request the Board proclaim August 31, 2024 as End Overdose in Watauga County Day.

Staff seeks direction from the Board.

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA



Proclamation

WHEREAS, Watauga County, North Carolina does affirm and acknowledge the harm and hardship caused by drug overdose; and

WHEREAS, we recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and

WHEREAS, we resolve to play our part in reducing the toll of overdose in our community, which claimed the lives of 9 people in Watauga County in 2023¹, together with countless more affected forever; and

WHEREAS, we resolve to play our part in reducing deaths by overdose, knowing that 68.6% of the 4,002 overdose deaths in North Carolina in 2022 had at least one potential opportunity for intervention²; and

WHEREAS, we affirm that the people affected by overdose are our children, our parents, our siblings, and our neighbors, and they deserve our love, compassion and support, easy access to life-saving supplies, and treatment; and

WHEREAS, we affirm that the people who love people at risk of overdose or grieve those lost are our children, our parents, our siblings, our neighbors, and deserve our love, compassion and support, and opportunities to remember their loved ones publicly.

THEREFORE, the Watauga County Board of Commissioners proclaim August 31st, 2024, as End Overdose in Watauga Day in Watauga County, North Carolina, and encourage all residents to consider being trained in the use of life-saving overdose reversal medication and having it available to use*, to seek education and resources for support of people with Substance Use Disorders and the people who love them, and to seek education and support of people who grieve those lost to overdose deaths.

ADOPTED this the 20th day of August, 2024.

ATTEST:

Anita J. Fogle, Clerk to the Board

Larry Turnbow, Chairman,
Board of Commissioners



¹ <https://wonder.cdc.gov/controller/saved/D176/D402F002>

² <https://www.cdc.gov/overdose-prevention/data-research/facts-stats/sudors-dashboard-fatal-overdose-data.html>

*Free training for use of naloxone and drug testing kits and free supplies can be obtained from these local organizations:

Homestead Recovery Center

Center: (828) 355-9943

homesteadrecoverync.org

www.mrjc.us

Location: 2554 Hwy 105, Boone, NC 28607

AppHealthCare

Narcan/Naloxone training and distribution

336-372-5641 ext 1116

Olive Branch Ministry/ Faith-based Harm Reduction

Our mission is simple: Extend Hope. Extend Life.

Narcan/Naloxone training and distribution

Mobile SSP/Syringe Service Program

(828) 278-4445



INTERNATIONAL OVERDOSE AWARENESS DAY

#EndOverdoseInWatauga

AUGUST 31, 2024 - Save the Date

Probable schedule and location of related events

The Remembrance and Hope installation planned for the month of August will include a visual representation of local lives lost to overdose (possibly picture yard signs), screen printed flags created by Andi Gelsthorpe, a Know Hope North Carolina banner, and a *Purple Cupboard. The probable location will be again at the green space in front of the Watauga Government at the corner of Poplar Grove Connector and King Street.

***Purple Cupboards** hold naloxone, fentanyl test strips, xylazine test strips, and resources for harm reduction, recovery, and grief support. Purple Cupboards also hold a mailbox where notes can be left for and about loved ones lost to overdose, along with blank cards and writing supplies. **Any names that are left in the mailbox will be read and phrases will be used to create a community “found poem” to be read [unless the note requests otherwise] at the Remembrance Event at 7:00 pm on August 31st.**

On 8-31-24:

Community Naloxone Trainings Tables

located throughout the community during the day with free naloxone and testing strips available.

6:00-7:00 pm - gather at the Installation of Hope and Remembrance to honor together lives lost to overdose. Community partners will share resource tables.

7:00 - gather as speakers share lived experience.

At dusk - circle as community to share (out loud and silently) names and memories of lost loved ones and to light a candle (or something similar).

See "End Overdose in Watauga County" on Facebook or contact Mary McKinney at endoverdoseinwatauga@gmail.com.



AGENDA ITEM 7:

IT REQUEST TO PURCHASE STORAGE DEVICE

MANAGER’S COMMENTS:

Mr. Drew Eggers, IT Director, will request the Board approve the replacement of our current storage device (SAN) with a raw capacity of about 4TB. The device provides the vast majority of the data storage for 911, Communications, and the Sheriff’s Office.

The total project is \$19,406 with 911 Funds covering 54% of the cost and the County to pay the remaining amount of \$8,926.96. Adequate funds have been budgeted to cover the expense.

Board action is required to approve the purchase of the storage device from MarketSpace Solutions, Inc. in the amount of \$20,715.91.



WATAUGA COUNTY Information Technologies

*Courthouse, Suite 4 • 842 West King Street • Boone, North Carolina 28607 • Phone (828) 265-8015
 FAX (828) 265-8076
 TDD 1-800-735-2962
 Voice 1-800-735-8262*

MEMORANDUM

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

FROM: Drew Eggers, Information Technologies Director

SUBJECT: Purchase of Storage Device

DATE: August 7, 2024

The attached quote is for the replacement of our current storage device (SAN) with a raw capacity of about 4TB. The current device is 5 years old and we need to increase our available storage.

This device is used for the vast majority of the data storage for 911, Communications, and the Sheriff's Office. The new storage device will give us a raw capacity of approximately 10TB.

Total cost for this project is \$19,406. E911 funds will cover 54% of the cost of the device which comes out to \$10,479.04. The remainder that needs to be covered by the County is **\$8,926.96**.

Funds for this project are available and have been included in this year's budget.

Staff requested a purchase order ahead of the meeting due to our vendor letting us know that the price of the device might go up significantly in a week or two.

Thank you for your consideration of this request.

MarketSpace Solutions, Inc.

PO Box 221 Lincolnton, NC 28093 747 S Laurel St Lincolnton, NC 28092
 Phone 704-736-1388 - Fax 704-736-1132

QUOTE

| | |
|----------|-----------|
| Date | Quote # |
| 07/22/24 | MSSQ53096 |

Sold To: Watauga County
 Greg McGrady
 842 West King Street
 Suite 4
 Boone, NC 28607

Phone: 828-265-8071
Fax: (828) 265-8076

Ship To: Watauga County
 Greg McGrady
 842 West King Street
 Suite 4
 Boone, NC 28607

Phone: 828-265-8071
Fax: (828) 265-8076

| | | | |
|--------|-----------|-------------|----------|
| Terms | Rep | P.O. Number | Ship Via |
| Net 30 | Thad Lowe | quote | FedEx |

| Qty | Part Number | Description | Unit Price | Ext. Price |
|-----|-------------|---|-------------|-------------|
| 1 | 210-BB00 | Dell ME5024 Storage Array 1.92TB SSD SAS Read Intensive up to 24Gbps 512e 2.5in Hot-Plug 1WPD, AG Drive - Qty 5 Hard Drive Filler 2.5in, single blank - Qty 19 25Gb iSCSI 8 Port Dual Controller Rack Rails 2U ME Series 2U Bezel Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 0.5 Meter - Qty 2 Power Supply, 580W, Redundant Powercord, 125 Volt, 15Amp, 10 Foot, C13 to NEMA 5-15 - Qty 2 Basic Hardware Services Business Hours 5X10 Next Business Day Parts Delivery 7 Years | \$19,406.00 | \$19,406.00 |
| 1 | FRT | No Freight Charge | \$0.00 | \$0.00 |

| | |
|---------------------|--------------------|
| SubTotal | \$19,406.00 |
| Estimated Sales Tax | \$1,309.91 |
| Shipping | \$0.00 |
| Total | \$20,715.91 |

Blank Page

AGENDA ITEM 8:

TAX MONTHLY COLLECTIONS REPORT

MANAGER'S COMMENTS:

Mr. Larry Warren, Tax Administrator, will present the Monthly Collections Report and be available for questions and discussion. There were no releases in July.

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

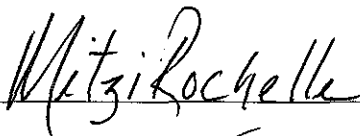
Monthly Collections Report

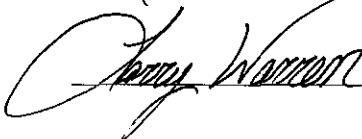
Watauga County

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

Monthly Report July 2024

| | <u>Current Month</u> <u>Collections</u> | <u>Current FY</u> <u>Collections</u> | <u>Current FY</u> <u>Percentage</u> | <u>Previous FY</u> <u>Percentage</u> |
|------------------------------|--|---|--|---|
| <u>General County</u> | | | | |
| Taxes 2024 | 8,672.01 | 8,672.01 | | |
| Prior Year Taxes | 65,785.41 | 65,785.41 | | |
| Solid Waste User Fees | 205.74 | 205.74 | | |
| | | | | |
| Total County Funds | \$74,663.16 | \$74,663.16 | | |
| | | | | |
| <u>Fire Districts</u> | | | | |
| Foscoe Fire | 0.00 | 0.00 | | |
| Boone Fire | 0.00 | 0.00 | | |
| Fall Creek Service Dist. | 0.00 | 0.00 | | |
| Beaver Dam Fire | 0.00 | 0.00 | | |
| Stewart Simmons Fire | 0.00 | 0.00 | | |
| Zionville Fire | 0.00 | 0.00 | | |
| Cove Creek Fire | 0.00 | 0.00 | | |
| Shawneehaw Fire | 0.00 | 0.00 | | |
| Meat Camp Fire | 0.00 | 0.00 | | |
| Deep Gap Fire | 0.00 | 0.00 | | |
| Todd Fire | 0.00 | 0.00 | | |
| Blowing Rock Fire | 0.00 | 0.00 | | |
| M.C. Creston Fire | 0.00 | 0.00 | | |
| Foscoe Service District | 0.00 | 0.00 | | |
| Beech Mtn. Service Dist. | 0.00 | 0.00 | | |
| Cove Creek Service Dist. | 0.00 | 0.00 | | |
| Shawneehaw Service Dist | 0.00 | 0.00 | | |
| | | | | |
| Total Fire Districts | - | - | | |
| | | | | |
| <u>Towns</u> | | | | |
| Boone | 0.00 | 0.00 | | |
| Municipal Services | 0.00 | 0.00 | 0.00% | |
| | | | | |
| Total Town Taxes | \$0.00 | \$0.00 | | |
| | | | | |
| Total Amount Collected | \$74,663.16 | \$74,663.16 | | |

 Tax Collections Director

 Tax Administrator

AGENDA ITEM 9:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Kill/Chill Update and Bid Awards Requests

MANAGER’S COMMENTS:

Mr. Jim Hamilton, Cooperative Extension Director, will update the Board on the status of the Kill/Chill facility. Three (3) proposals were received for the operation of the future facility and two (2) proposals received for the construction of the project. For facility operation, proposals were received by: Gray Shipley of Watauga Butchery/Shipley Farms Beef, Kenny Cole, and Larry Moore of Piedmont Custom Meats. For facility construction, DH Griffin submitted a new design/build qualifications proposal. Dunlavy Contracting submitted an updated proposal (proposal verbiage was the same with a submission of a modified preliminary plant drawing to create a downsized facility with both slaughter and processing capacity). It is still unknown if Dunlavy has received their NC contractor’s license.

On August 2nd, a committee including Cooperative Extension, County Department Heads, and Commissioner Castle reviewed the submissions and determined that the proposal submitted by Piedmont Custom Meats demonstrated the overall best operational strategy, existing infrastructure, financial capacity, and plan to meet the project goal of providing our regional farmers slaughter and processing capacity at the proposed new facility to be constructed at the Watauga County Landfill. It was also agreed that DH Griffin was the best qualified contractor that met all qualifications for the design & build associated with the project and submitted all required components of the RFQ for design-build.

One additional item that still needs to be addressed is the determination of the lease rate/structure for the end operator of the plant. This is a stipulation of release of funding for the project by Golden LEAF.

Board action is required. Staff seeks direction from the Board.

Slaughter Facility RFP/RFQ Consideration

An additional RFP & RFQ for the operation & construction of the meat slaughter plant project was posted by the County in early June 2024. While recommendations had been considered in January 2024 (after 2 prior calls for proposals in late 2023) for the construction and operation of the facility, with no word on NC contractor license status from the previously recommended contractor, and with changing market conditions, an additional release of a new RFP and RFQ was deemed necessary to move forward on the project.

On July 15 (the closing date for RFP/RFQ) there were 3 proposals received for operation of the future facility and 2 qualifications package received for the construction of the project. For facility operation, proposals were received by: Gray Shipley of Watauga Butchery/Shipley Farms Beef, Kenny Cole, and Larry Moore of Piedmont Custom Meats. For facility construction, DH Griffin submitted a new design/build qualifications proposal. Dunlavy Contracting submitted an updated proposal (proposal verbiage was the same with a submission of a modified preliminary plant drawing to create a downsized facility with both slaughter and processing capacity). As of the date these notes were written, it is still unknown if Dunlavy Contracting has received their NC contractor's license.

On August 2nd, a committee including Extension, county department heads, and commissioner Castle reviewed the submissions and determined that the proposal submitted by Piedmont Custom Meats demonstrated the overall best operational strategy, existing infrastructure, financial capacity, and plan to meet the project goal of providing our regional farmers slaughter and processing capacity at the proposed new facility to be constructed at the Watauga County Landfill. It was also agreed that DH Griffin was the best qualified contractor that met all qualifications for the design & build associated with the project and submitted all required components of the RFQ for design-build.

One additional item that still needs to be addressed post haste is determination of lease rate/structure for the end operator of the plant. This is a stipulation of release of funding for the project by Golden LEAF and has been a pressing question & data point for those submitting proposals.

Action Item: Discussion and vote on recommendation of Piedmont Custom Meat for operation of the future facility and DH Griffin for construction of the facility

AGENDA ITEM 9:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Boards and Commissions

MANAGER'S COMMENTS:

Recreation Commission

Ms. Keron Poteat, Parks and Recreation Director, recommends the appointment of the following to the Recreation Commission:

- Mr. Jason Eldreth, recommended by Bethel School Principal, Mr. Ward, with a term expiring August 2027.
- Mr. Denny Norris or Ms. Pamela Cline. Green Valley School Principal, Mr. Prince, stated that he would be good with representation from either. Mr. Norris has been on the Commission for 20+ years and Ms. Cline has submitted a volunteer application expressing her interest to serve. The term would end August 2027.
- Mr. Gene Swift is interested in continuing to serve; however, Parkway Principal, Ms. Trimble, has not replied at this time. The term would end August 2027.
- Mr. Wendell Ellis, as nominated by the Recreation Commission to represent the Town of Blowing Rock, At-Large. This is a currently vacant position that would expire in August 2027.
- Mr. Ron Henries, as recommended by Watauga County School Board Chairman, Dr. Childers. The term would end August 2025.
- Mr. Kevin Roeder, as nominated by the Recreation Commission to represent the Town of Seven Devils. The term would end August 2027.
- Ms. Joy James, who is willing to continue to serve as an Appalachian State University representative. The term would expire August 2027.

Each of these are first readings and, therefore, no action is required at this time.

WATAUGA COUNTY PARKS & RECREATION

231 Complex Drive • Boone, NC 28607

Phone: (828) 264-9511

Fax: (828) 264-9523

Date: August 13, 2024
 To: Watauga County Board of Commissioners
 From: Keron J Poteat, *Director*, Watauga County Parks and Recreation
 Subject: Watauga County Parks and Recreation Commission Appointments/Reappointments

The following appointments have either expired or been vacant. Terms are valid for three years, or as annual or elected appointments. We respectfully request your approval and/or selection for these appointments:

| NAME | REPRESENTING | TERM |
|--|------------------------------|---|
| Mr. Jason Eldreth <i>Approved for renewal by Bethel Principal, Mr. Ward</i> | Bethel School | Expires 8/2024 Serve 8/2024-8/2027 |
| Mr. Denny Norris or Ms. Pamela Cline <i>Principal, Mr. Gordon Prince, is fine with either representing GVS. Mr. Norris has served for 20+ years; Ms. Cline has submitted her Volunteer Application for Watauga County Boards and Commissions (attached)</i> | Green Valley School | Expires 8/2024 Serve 8/2024-8/2027 |
| Mr. Gene Swift <i>Mr. Swift is interested in continuing to serve. Awaiting approval from Principal, Ms. Martha Trimble</i> | Parkway School | Expires 8/2024 Serve 8/2024-8/2027 |
| Mr. Wendell Ellis <i>Approved as nominee by the Watauga County Recreation Commission</i> | Blowing Rock At Large | Position Has Been Vacant Serve 8/2024-8/2027 |
| Mr. Ron Henries <i>Approved for renewal by WCS Board of Education Chair, Mr. Gary Childers</i> | WCS Board of Education | Annual Appointment 8/2024-8/2025 |
| Mr. Kevin Roeder <i>Approved as a nominee by the Watauga County Recreation Commission</i> | Town of Seven Devils | Position Has Been Vacant 8/2024-8/2027 |
| Ms. Joy James <i>Ms. James has agreed to serve for another term.</i> | Appalachian State University | Expires 8/2024 8/2024-8/2027 |

For the complete roster of the Watauga County Parks and Recreation Commission, please see attached. The Recreation Commission meets on the 2nd Tuesday of every other month at 6 p.m. at the Watauga Community Recreation Center.

WATAUGA COUNTY RECREATION COMMISSION

Watauga County — Nine (9) members: Eight (8) representatives from each elementary school district, plus one (1) member of the Board of Commissioners.

| MEMBER | APPOINTMENT DATE | TERM EXPIRATION | REPRESENTING |
|-----------------|------------------|------------------|--------------------|
| Jason Eldreth | 5/16/23 | 2024 | Bethel |
| VACANT | | 2026 | Blowing Rock |
| Chad Hicks | 3/5/24 | 2027 | Cove Creek |
| Denny Norris | 5/16/23 | 2024 | Green Valley |
| Brittany Bolick | 5/16/23 | 2025 | Hardin Park |
| Elin Reuben | 3/5/24 | 2027 | Mabel |
| Gene Swift | 5/16/23 | 2024 | Parkway |
| Sam Painter | 5/16/23 | 2025 | Valle Crucis |
| Ray Russell | Annually/Elected | Annually/Elected | Watauga County BoC |

Town of Boone — Four (4) Members: Three (3) Town of Boone at large representatives plus one (1) member of the Boone Town Council.

| MEMBER | APPOINTMENT DATE | TERM EXPIRATION | REPRESENTING |
|----------------------------|------------------|------------------|--------------------|
| Kalie Eppley | 5/16/23 | 2026 | Boone At Large |
| Jeannine Underdown Collins | 5/16/23 | 2026 | Boone At Large |
| Roachel Laney | 3/24 | 2027 | Boone At Large |
| VACANT | Annually/Elected | Annually/Elected | Boone Town Council |

Town of Blowing Rock — Two (2) members: One (1) Town of Blowing Rock at large member plus one (1) member of the Blowing Rock Town Council.

| MEMBER | APPOINTMENT DATE | TERM EXPIRATION | REPRESENTING |
|-------------------------|------------------|------------------|---------------------------|
| Wendell Ellis (Nominee) | | 2027 | Blowing Rock At Large |
| Doug Matheson | Annually/Elected | Annually/Elected | Blowing Rock Town Council |

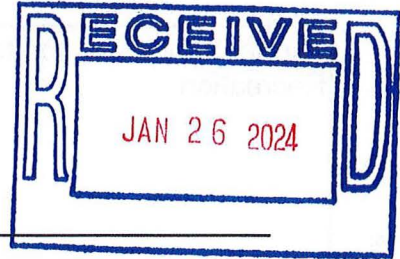
Other Municipalities — Representation is subject to recommendation of the Parks and Recreation Commission and approval by the Watauga County Commissioners. One (1) at large representative per municipality.

| MEMBER | APPOINTMENT DATE | TERM EXPIRATION | REPRESENTING |
|-----------------------------|--------------------|--------------------|------------------------------|
| VACANT | | | Town of Beech Mountain |
| Ron Henries (Reappointment) | Annual Appointment | Annual Appointment | Board of Education |
| Kevin Roeder (Nominee) | | | Town of Seven Devils |
| Joy James | 5/16/23 | 2024 | Appalachian State University |

Volunteer Application
Watauga County Boards And Commissions

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

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



Name: Pamela (Pam) Cline

Home Address: 2717 Meat Camp Rd

City: Boone Zip: 28607

Telephone: (H) 828-265-3125 (W) 828-406-7067 cell (Fax) _____

Email: pppcline@gmail.com

Place of Employment: retired

Job Title: former Senior Director of Auxillary Services, Campus Dining at Appalachian State University

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

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

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

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

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

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

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

1. Recreation Commission
2. _____
3. _____

**Volunteer Application
Watauga County Boards And Commissions
(Continued)**

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

**Work
Experience:**

Former front desk, sports official and scorekeeper for Watauga County Parks and Recreation.

**Volunteer
Experience:**

Special Olympics volunteer, school, community. and church volunteer in many different capacities

**Other
Experience:**

Parks and Recreation facility member, leadership and communication skills

**Other
Comments:**

I would appreciate the opportunity to represent the residents of Watauga County on the recreation board.

Signature: _____

Pamela Crone

Date: _____

01-19-2024

Print Form

Reset Form

Blank Page

AGENDA ITEM 9:

MISCELLANEOUS ADMINISTRATIVE MATTERS

C. Announcements

MANAGER'S COMMENTS: