

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

**TUESDAY, SEPTEMBER 18, 2018
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: September 4, 2018, Regular Meeting September 4, 2018, Closed Session		1
	3	APPROVAL OF THE SEPTEMBER 18, 2018, AGENDA		7
5:35	4	REQUEST FOR FUNDS TO UPGRADE AND PROFESSIONALIZE THE DOC WATSON MUSEUM AT THE HISTORIC COVE CREEK SCHOOL	MS. KAREN JAMES	9
5:40	5	RURAL OPERATING ASSISTANCE PROGRAM (ROAP) GRANT APPLICATION REQUEST	MR. CRAIG HUGHES	23
5:45	6	TAX MATTERS A. Monthly Collections Report B. Refunds & Releases	MR. LARRY WARREN	33 35
5:50	7	COMMUNITY RECREATION CENTER MATTERS A. Proposed Resolution Approving A Contract and A Deed of Trust and The Delivery Thereof and Providing for Certain Other Related Matters B. Community Recreation Center Update C. Community Recreation Center GMP	MR. DERON GEOUQUE MR. CHAD ROBERSON MR. CHAD ROBERSON	47 53 77
5:55	8	MISCELLANEOUS ADMINISTRATIVE MATTERS A. Announcements	MR. DERON GEOUQUE	91
6:00	9	PUBLIC COMMENT		93
7:00	10	BREAK		93
7:05	11	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3) Land Acquisition – G. S. 143-318.11(a)(5)(i)		93
7:30	12	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

September 4, 2018, Regular Meeting
September 4, 2018, Closed Session

MINUTES

**WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 4, 2018**

DRAFT

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, September 4, 2018, at 8:30 A.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

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

[Clerk's Note: Vice-Chairman Billy Kennedy was not in attendance due to a prior commitment.]

Chairman Welch called the meeting to order at 8:35 A.M. and offered condolences to the family of Mr. Randy Collins upon his recent death.

Commissioner Yates opened with a prayer and Commissioner Hodges led the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Welch called for additions and/or corrections to the August 21, 2018, regular meeting and closed session minutes.

Commissioner Yates, seconded by Commissioner Turnbow, moved to approve the August 21, 2018, regular meeting minutes as amended.

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

Commissioner Yates, seconded by Commissioner Turnbow, moved to approve the August 21, 2018, closed session minutes as presented.

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

APPROVAL OF AGENDA

Chairman Welch called for additions and/or corrections to the September 4, 2018, agenda.

County Manager Geouque requested to add Land Acquisition, per G. S. 143-318.11(a)(5)(i), and Personnel Matters, per G. S. 143-318.11(a)(6) to the scheduled closed session.

Commissioner Hodges, seconded by Commissioner Turnbow, moved to approve the September 4, 2018, agenda as presented.

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

BUDGET AMENDMENTS

Ms. Misty Watson, Finance Director, reviewed the following budget amendments:

Account #	Description	Debit	Credit
103300-332004	Senior Center Grant		\$14,257
105550-449900	Senior Center Grant Expenses	\$14,257	

The amendment recognizes the acceptance of the Senior Center grant funds. County dollars required as match funds are present in the current Project on Aging budget.

103300-332004	SHIIP Grant		\$3,231
332006			
105550-449901	SHIIP Grant Expenses	\$3,231	

The amendment recognizes the acceptance of the State Health Insurance Information Program (SHIIP) grant funds. No match is required.

Commissioner Yates, seconded by Commissioner Turnbow, moved to approve the budget amendments as presented by Ms. Watson.

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

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Proposed Lease Renewal for Probation and Parole

County Manager Geouque presented a proposed lease agreement from the North Carolina Department of Public Safety for Probation and Parole offices. Probation and Parole has occupied the space for several years at a rate of one dollar (\$1.00) per year.

Commissioner Hodges, seconded by Commissioner Yates, moved to approve the lease contingent upon the County Attorney's review.

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

B. Proposed Software Maintenance Agreement

County Manager Geouque presented a proposed renewal with Priority Dispatch for software maintenance in the Communications and Emergency Services Department. The County has utilized the software for many years for processing and prioritizing 911, medical, fire, and police calls. The agreement includes annual maintenance, updates for both software and card sets used in the 911 center, and 24/7 technical support. The cost is \$16,800 and adequate funds have been budgeted to cover the expense.

Commissioner Turnbow, seconded by Commissioner Yates, moved to approve the agreement with Priority Dispatch in the amount of \$16,800 as presented by the County Manager.

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

C. Boards and Commissions

County Manager Geouque presented the following for consideration:

Workforce Development Board

Mr. Keith Deveraux, Director of High Country Council of Governments Work Force Development Board, has requested the appointment of Ms. Tara Brossa.

Commissioner Turnbow, seconded by Commissioner Hodges, moved to waive the second reading and appoint Ms. Tara Brossa as the Watauga County representative on the High Country Council of Governments Work Force Development Board.

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

D. Announcements

County Manager Geouque announced the following:

- The High Country Council of Governments' Annual Banquet is scheduled for Friday, September 7, 2018, at Linville Ridge.
- The Trustees of Caldwell Community College & Technical Institute invites the Board of Commissioners to a meeting on Wednesday, September 19, 2018, at 6:00 P.M. at the Watauga Instructional Facility on Hwy 105 Bypass, Boone NC, in Room 112.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION

At 8:41 A.M., Commissioner Hodges, seconded by Commissioner Turnbow, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3), Land Acquisition, per G. S. 143-318.11(a)(5)(i), and Personnel Matters, per G. S. 143-318.11(a)(6).

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

Commissioner Yates, seconded by Commissioner Turnbow, moved to resume the open meeting at 9:17 A.M.

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

ADJOURN

Commissioner Turnbow, seconded by Commissioner Hodges, moved to adjourn the meeting at 9:17 A.M.

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

John Welch, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

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AGENDA ITEM 3:

APPROVAL OF THE SEPTEMBER 18, 2018, AGENDA

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AGENDA ITEM 4:

REQUEST FOR FUNDS TO UPGRADE AND PROFESSIONALIZE THE DOC WATSON MUSEUM AT THE HISTORIC COVE CREEK SCHOOL

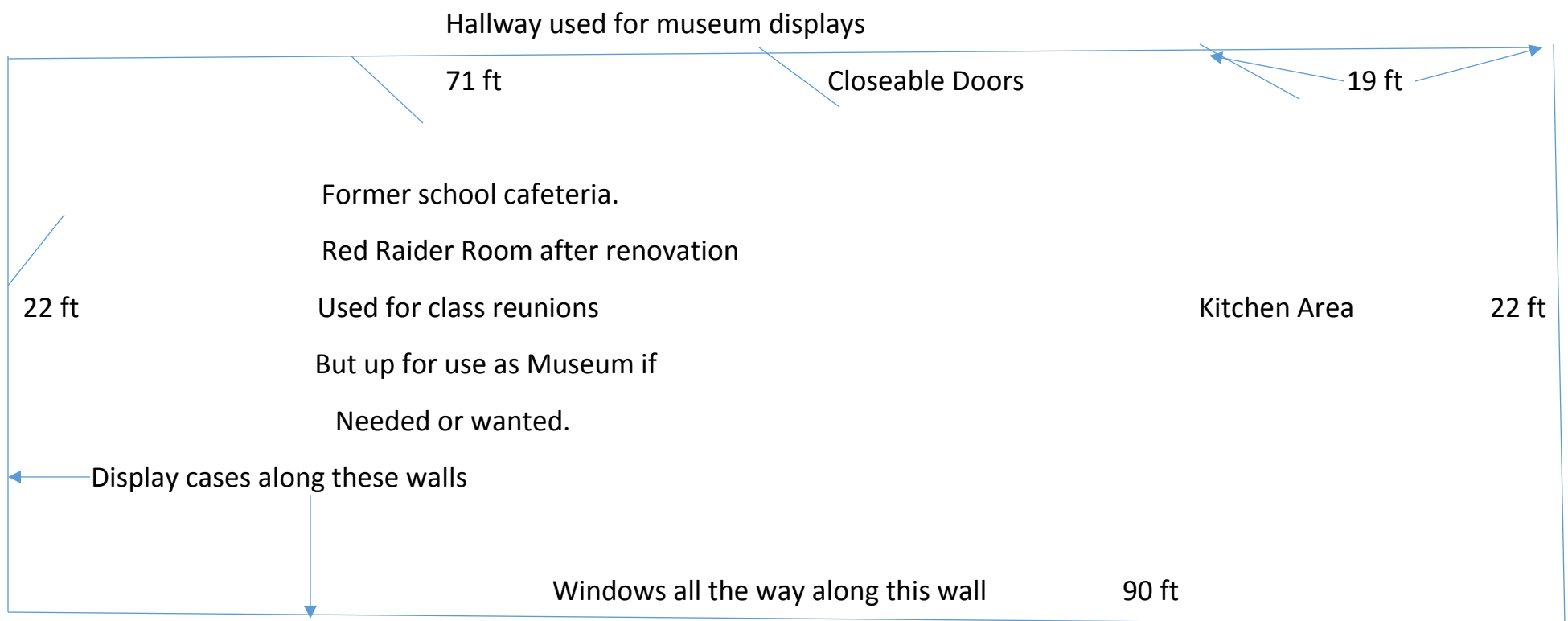
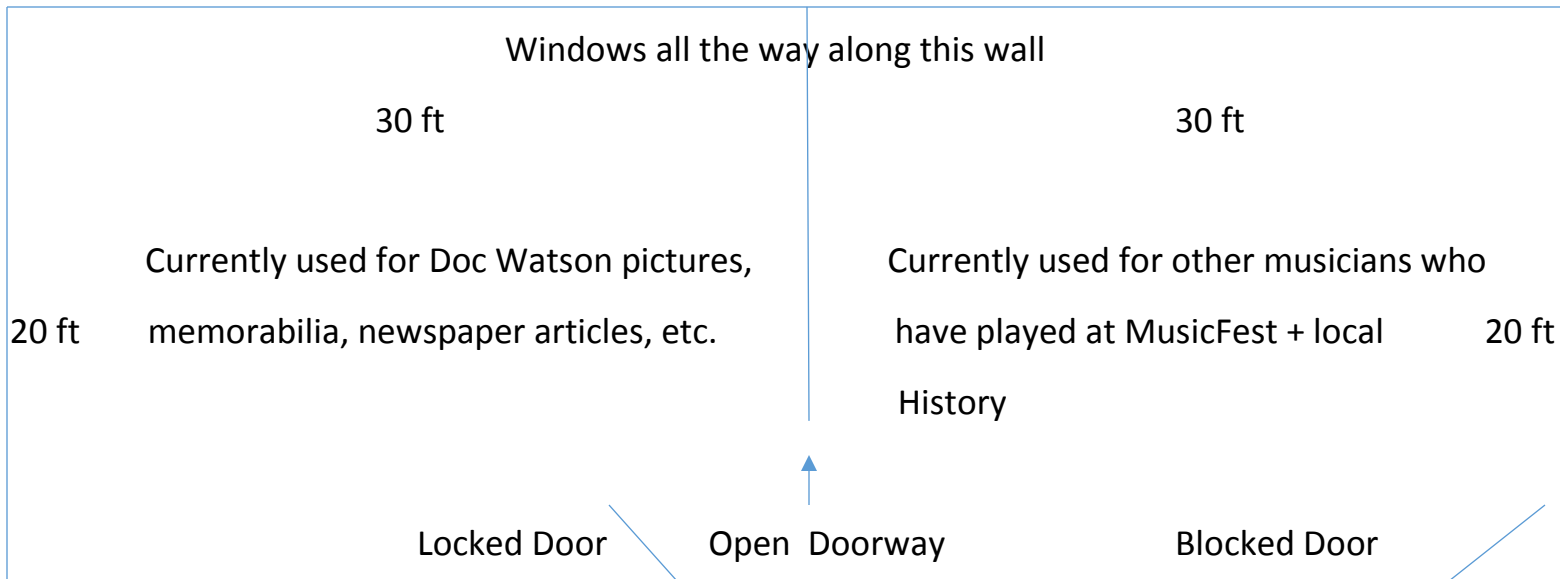
MANAGER'S COMMENTS:

Ms. James, working with the Cove Creek Preservation & Development, will request the Board authorize \$15,000 for matching funds for a \$30,000 grant. The purpose of the grant is to hire a museum consultant. The purpose of the museum consultant is to enhance the Doc Watson Museum in the historic Cove Creek High School. The museum consultant will review the available space and develop a master plan to ensure the feasibility of the project.

Staff has included a historical summary of the assistance provided to the Cove Creek Preservation & Development. The Board may wish to request the County TDA consider the funding request due to the potential interest from tourists to visit the site. Board approval would be required to authorize the \$15,000 for the match.

Staff seeks direction from the Board.

Space Available for the Doc & Rosa Lee Watson Museum



Doc Watson Museum Committee Members

First Name	Last Name	Phone	Email	Address	City	ST	Zip	Willing To Do
Karen	James	(828) 963-0598	kj28692@hotmail.com	1584 Hattie Hill Rd	Vilas	NC	28692	Grant writing
Karen	Norris	(828) 963-3012	Karen31668@gmail.com	973 Trojan Horse Circle	Fleetwood	NC	28626	
Candis	Webb	(828) 387-0838	Candisw2001@aol.com	50 Duck Water Ln	Newland	NC	28657	
Willard	Watson III	(828) 295-9099	brahmprograms@gmail.com	BRAHM; PO Box 828	Blowing Rock	NC	28605	BRAHM Partnership
Gary	Boye	(828) 295-3247	boyegr@appstate.edu	7748 Globe Rd.	Lenoir	NC	28645	
David & Angie	Watson & Greene	(828) 264-8021		795 Greenway Rd.	Boone	NC	28607	Early years
Chris	Capozzoli	(828) 719-8068	c_capozzoli@yahoo.com	320 Valle Trail	Banner Elk	NC	28604	
JD	Dooley	(828) 963-6511	jd@mastgeneralstore.com					??Web page
Charles	Welch	(828)963-5272	cwelch5272@yaho.com	155 Canopy Drive	Boone	NC	28607	
Will come to a meeting to talk to Committee about Doc's Early Years:								
Jerrell	Little	(828) 264-3502		226 Deer St.	Boone	NC	28607	Early years
Willing to help, but can't attend meetings:								
Donna	Solomon	(336) 685-9259	dsoloman.besttile@gmail.com		Greensboro	NC		
Kara	Harmon	(828) 964-6446	harmonkd@appstate.edu					

SEPTEMBER 1, 1998

OLD COVE CREEK ELEMENTARY SCHOOL LEASE

Mr. Jack Simpson, Representative for the Cove Creek Preservation and Development (CCP&D) addressed the Board regarding the old Cove Creek Elementary School lease. The current five-year lease would expire in four years, and the CCP&D was requesting the lease be extended to a 25-year lease. He stated that financing was unavailable from lending institutions or from grant sources with only four years left on the lease. However, a 25-year lease extension would enable the CCP&D to get financing for needed renovations. Mr. Simpson spoke of the CCP&D's progress during the first year. In addition he noted that according to engineering reports, the building was structurally sound but stated repair of the heating and cooling system was essential to preserve the building. He added it was urgent to get heat in the building this winter to avoid further deterioration of the interior. County Attorney Eggers stated a public hearing was required if a lease was extended beyond ten years.

Commissioner Hodges seconded by Commissioner Craig, moved to schedule this public hearing for the September 15, 1998 regular meeting.

VOTE: Aye-5
Nay-0

SEPTEMBER 15, 1998

PUBLIC HEARING

OLD COVE CREEK SCHOOL LEASE

Chairman Coffey declared a public hearing open at 7:02 P.M. to discuss extending the current five-year lease on the old Cove Creek elementary school to 25 years.

Mr. Jack Simpson, Representative for the Cove Creek Preservation and Development (CCP&D) addressed the Board and discussed upcoming events scheduled by the CCP&D. In addition, he requested the current five-year lease be extended to 25 years in order for the CCP&D to receive financing for needed renovations. He added that this lease extension (beginning on August 20, 1997 and ending on August 31, 2022) would enable CCP&D to obtain additional tenants. Chairman Coffey noted County Attorney Eggers had reviewed the lease amendment and requested he read it aloud. Discussion occurred regarding who was responsible for maintaining the road in front of the building and the clause in the lease amendment which stated that CCP&D would be responsible or agree for the N.C. Department of Transportation to take over the road.

There being no public comment, Chairman Coffey declared the public hearing closed at 7:13 P.M.

Vice-Chairman Lawrence seconded by Commissioner Wellborn, moved to approve this request from CCP&D to extend the lease for a 25-year period.

VOTE: Aye-4
Nay-0
Absent-1 (Craig)

APRIL 12, 1999

REDIRECTION OF FUNDS WITHIN PARKS & RECREATION FOR IMPROVEMENTS AT OLD COVE CREEK PARK COMPLEX

Parks & Recreation Director, Deb Wynne, requested permission to utilize \$3,318 within the Parks & Recreation budget to be applied towards the ¼ mile walking trail at the Old Cove Creek Park complex. Ms. Wynne had been working with the Blue Ridge Conservation and Development Council and the Cove Creek Preservation and Development Council for over two years on improvements to the park's grounds. Bids were requested to jointly pave a full court basketball area and a ¼ mile walking trail. The low bidder, Moretz Paving, agreed to do the total project for \$17,210. Two grants totaling \$8,892 had been awarded toward this project, and Parks & Recreation was appropriated \$5,000 for paving the basketball court. The remaining \$3,318 was in Parks & Recreation's 1998/1999 budget and was needed to complete this project. Upon being asked by Chairman Hodges regarding whom would maintain the road (the Cove Creek Preservation and Development Council or the N.C. Department of Transportation (DOT), Ms. Wynne stated she would investigate and get this matter resolved. County Manager Reed stated the N.C. DOT would be at the Board's next regular meeting scheduled for May 3, 1999, and the Board could address this issue with N.C. DOT at that time.

Commissioner Lawrence seconded by Vice-Chairman Sweeting, moved to approve this request.

VOTE: Aye-5
Nay-0

JULY 12, 1999

COVE CREEK PRESERVATION & DEVELOPMENT, INC. LEASE MODIFICATION

County Manager Reed stated the Board of Education was no longer using the cafeteria building at the old Cove Creek school, and the Cove Creek Preservation & Development, Inc. (CCP&D) requested the County amend their current lease to include the cafeteria building as part of the leased premises. This additional space would enable the CCP&D to consider establishing a business incubator in the old Cove Creek School.

Vice-Chairman Sweeting seconded by Commissioner Lawrence, moved to modify the Cove Creek Preservation & Development, Inc. lease to include the cafeteria building conditioned on written confirmation from the Board of Education that they no longer want the space.

VOTE: Aye-5
Nay-0

OCTOBER 19, 1999

REQUEST TO REMOVE ASBESTOS FROM THE OLD COVE CREEK SCHOOL

County Manager Reed stated the Board had amended the Cove Creek Preservation & Development, Inc.'s lease to include the cafeteria building since the Board of Education was no longer using the cafeteria. (This occurred at the Board's July 12, 1999 regular meeting). Mr. Reed stated that when the CCP&D began

work to repair the roof, they discovered asbestos. The CCP&D committee had requested the County pay for removal of the asbestos. Mr. Reed added that upon removal, the Board of Education had agreed to fix the roof. A quote was received from E. Luke Greene Company, Inc. which would cost \$9,700 for the entire building or \$6,200 just for the cafeteria. Maintenance Supervisor, Robert Marsh, stated the County did not know if the rest of the school had asbestos.

Commissioner Kohles seconded by Commissioner Coffey, moved to appropriate \$9,700 from the contingency fund for removal of asbestos at the old Cove Creek School.

VOTE: Aye-5
Nay-0

MAY 8, 2000

COVE CREEK PRESERVATION & DEVELOPMENT REQUEST FOR FINANCING

Mr. Paul Combs, representing Cove Creek Preservation & Development, Inc. (CCP&D) addressed the Board regarding a request for building improvements in the old Cove Creek School. Montage Data Systems (MDS), currently housed at the County's small incubator, was expanding and planned to relocate to the old Cove Creek School. In addition, MDS wished to accomplish this relocation by the end of September, 2000. However, building improvements were required in the facility in order to accomplish this. Mr. Combs stated that CCP&D was applying for grants in order to pay for the building renovations. He noted the CCP&D had intended to ask the Board for financing in the form of a short-term loan from the County's Economic Development capital reserve fund, however, upon further review, Mr. Combs felt it would be more beneficial for both parties if the County leased the space to MDS on a month-to-month basis for a period of up to six months until CCP&D could obtain the necessary funds to complete the building improvements.

In addition, Mr. Jack Simpson, representing CCP&D, stated the primary concern was to start the building improvements prior to cold weather and that he felt the work needed to begin by late August, 2000.

Commissioner Coffey seconded by Vice-Chairman Sweeting, moved for the County to lease space at the current location (130 Poplar Grove Connector, Boone) to Montage Data Systems on a month-to-month basis for a period of up to six months once the current lease expired.

VOTE: Aye-5
Nay-0

JUNE 20, 2000

COVE CREEK PRESERVATION & DEVELOPMENT REQUEST

Mr. Jack Simpson, Cove Creek Preservation & Development (CCP&D) Board Member, addressed the Board regarding the installation of a Geo-Thermal HVAC system in the old Cove Creek School. He stated a meeting was held a few weeks ago with an engineer, Parks & Recreation Director, Deb Wynne, and Maintenance Supervisor, Robert Marsh, regarding the site preparation for this project. Mr. Simpson explained that the CCP&D had intended to install the geo-thermal field in the football field area in front of the building, however, after the meeting with the engineer, it became apparent that the proposed installation would prohibit use of the field for recreational purposes for approximately a year. Therefore, CCP&D felt the best plan was to

install the field with vertical wells located behind the building, which would be less inconvenient. Mr. Simpson stated CCP&D requested the County provide the necessary equipment to prepare the proposed site which included grading and clearing a “shelf area” (150 ft. x 40 ft.) approximately 100 feet back of the rock building. In addition, he had spoken with Operation Services Director, J. V. Potter, who estimated the site preparation would take less than a week and would not impair the Sanitation Department’s staff day-to-day operations.

Vice-Chairman Sweeting seconded by Commissioner Kohles, moved to approve the request from the Cove Creek Preservation & Development to provide this service.

VOTE: Aye-5
Nay-0

AUGUST 7, 2000

COVE CREEK PRESERVATION & DEVELOPMENT REQUEST

Mr. Jack Simpson, Cove Creek Preservation & Development Board Member, presented an application to construct a closed-loop geothermal water-only injection well system at the old Cove Creek School. Since the County owned the subject property and Cove Creek Preservation & Development, Inc. leased the property from the County, as a non-profit organization, the application (to the N.C. Department of Environment and Natural Resources) required the property owner’s signature.

Commissioner Coffey seconded by Commissioner Lawrence, moved to authorize Chairman Hodges to sign the application as requested.

VOTE: Aye-5
Nay-0

OCTOBER 17, 2000

COVE CREEK PRESERVATION & DEVELOPMENT LOAN REQUEST

Mr. Jack Simpson, Cove Creek Preservation & Development Board Member, addressed the Board with a loan request to borrow up to \$150,000 from the County’s Economic Development capital reserve fund for the HVAC installation at the old Cove Creek School. Mr. Simpson felt that funding from the County’s capital reserve was appropriate because of the jobs that would be created with the addition of Montage, a tenant in the building, plus the jobs already created by an additional tenant, Edge of the Woods. CCP&D proposed to repay the loan in two years by raising \$75,000 in local donations and fund raising activities to match a grant received from The Janirve Foundation in the amount of \$75,000. Mr. Simpson reviewed the costs of the project as well as the anticipated funding to be received from grants and additional sources. However, he stated that four qualified builders had reviewed the site, and the lowest bid received was \$100,000 over what CCP&D anticipated for the installation. Therefore, Mr. Simpson recommended the Board table this request until its November 6, 2000 regular meeting, and he would be present for further discussion.

NOVEMBER 6, 2000

COVE CREEK PRESERVATION & DEVELOPMENT LOAN REQUEST

Mr. Jack Simpson, Cove Creek Preservation & Development Board Member, addressed the Board with a loan request to borrow \$225,000 from the County's Economic Development capital reserve fund for the HVAC installation and renovations to the old Cove Creek School. Mr. Simpson stated the renovations would enable the CCP&D to lease additional space in the building, and thus, bring new jobs to the community. In addition, CCP&D proposed to repay the County \$150,000 of the loan within two years by raising \$75,000 in local donations and fund raising activities to match a \$75,000 Janirve grant. The remaining \$75,000 of the loan would be repaid in the subsequent three-year period.

County Manager Nelson informed the Board that there was approximately \$800,000 in the County's capital reserve fund to be used for economic development purposes. The Board briefly discussed whether or not the CCP&D should be required to repay the loan. Mr. Simpson stated the CCP&D would be able to repay the loan and preferred to do so in order to remain self sufficient and relatively independent.

Commissioner Lawrence seconded by Vice-Chairman Sweeting, moved to loan the Cove Creek Preservation & Development \$225,000 from the County's Economic Development capital reserve fund contingent upon County Attorney Hedrick's drafting a loan agreement.

VOTE: Aye-5
Nay-0

MAY 6, 2002

COVE CREEK PRESERVATION AND DEVELOPMENT REQUEST

Mr. Jerry Adams and Dr. Paul Combs reviewed a proposed alternative repayment schedule to the County issued \$225,000 loan to the Cove Creek Preservation and Development Organization (CCP&D).

The original loan of \$225,000 was scheduled for repayment without interest as follows: June 1, 2002 repayment of \$150,000 due and June 1, 2003, 2004, and 2005 loan repayments of \$25,000 due for a total repayment of \$225,000.

CCP&D offered to repay \$50,000 in June 2002. They also had an additional \$25,000 and proposed to use in repointing the rock around the roof area and the upper level windows. They also requested to reduce subsequent years payments as follows: \$12,500 for the next three years and then \$25,000 per year payment until the total amount was repaid.

They also proposed in turn for the relaxed repayment schedule to use existing second-floor space as an economic development business incubator. Dr. Combs stated that Appalachian Regional Development Institute (ARDI) was working with CCP&D on the incubator project and did not require any monies from CCP&D upfront but in turn planned to divide the rent from the businesses who occupied the incubator space.

Commissioner Sweeting, seconded by Commissioner Wilkie, moved to require CCP&D to repay \$50,000 in June of 2002 and to return before the Board before June 2003 to readdress the issue.

Dr. Combs asked if the Board would be willing to reduce the June 2002 payment to \$40,000 or \$45,000 in order for high-speed Internet access equipment to be installed.

After discussion the following vote was taken on Commissioner Sweeting's motion:

VOTE: Aye-5
Nay-0

June 17, 2003

COVE CREEK PRESERVATION AND DEVELOPMENT LOAN REPAYMENT PROPOSAL

Ms. Amy Shelton, Chair of Cove Creek Preservation and Development (CCP&D), requested permission from the Board to grade an area in front of the gym of the old Cove Creek School building to build a walkway to the field from the school.

By consensus, the Board agreed to grant permission for the walkway to be built contingent upon Robert Marsh's approval and upon all building codes being met.

Ms. Shelton requested a modified repayment schedule of a loan from the County Economic Development funds. CCP&D requested to pay \$25,000 in June of 2003 and requested the County forgive part of the loan in lieu of the building improvements that the group had made to the building.

Commissioner Honeycutt, seconded by Vice-Chairman Hodges, moved to accept the \$25,000 payment for the current year and requested that CCP&D come to the Board next year with any additional proposal they may have.

VOTE: Aye-5
Nay-0

July 7, 2003

C. Cove Creek Preservation and Development Request for Approval of Well Installation – County Manager Nelson stated that per the lease between the County and Cove Creek Preservation and Development for the old Cove Creek School, written approval must be obtained from Watauga County prior to making additions or improvements to the buildings.

Cove Creek Preservation and Development was required to install a new well and water system prior to using a part of the space under lease to locate a daycare center to serve citizens in the western part of the County.

The request was to install a well and a storage tank, as yet undetermined size, and a building to house the storage tank and chlorination system. The County Manager stated that the project would cost between \$30,000 and \$40,000 and no County funds were requested. However, it was to cost the County approximately \$500 to close off lines and install a new high pressure tank that served the County gym on the site.

Commissioner Honeycutt, seconded by Commissioner Trivette, moved to approve CCP&D's request to install a well, storage tank, and building (to house the storage tank and chlorination system) at the old Cove Creek School as presented by the County Manager.

VOTE: Aye-5
Nay-0

October 21, 2003

COVE CREEK PRESERVATION AND DEVELOPMENT RENOVATIONS REQUEST

Ms. Amy Shelton, President of the Cove Creek Preservation and Development (CCP&D) Association, requested approval for repairs to the library section of the old Cove Creek School which was leased to CCP&D. The repairs were needed for compliance with state standards for the location of a day care operation.

Commissioner Honeycutt, seconded by Vice-Chairman Hodges, moved to approve the renovations as presented by Ms. Shelton.

VOTE: Aye-5
Nay-0

June 7, 2004

COVE CREEK PRESERVATION AND DEVELOPMENT LOAN REPAYMENT REQUEST

Ms. Amy Shelton, Chair of the Cove Creek Preservation and Development Board, updated the Board of Commissioners on the progress of ongoing and recently completed projects at the old Cove Creek School. Ms. Shelton also presented a funding proposal for partial repayment (\$25,000) of the loan issued to CCP&D from the County's EDC capital reserve fund.

County Manager Nelson stated that the Loan amount was \$225,000 with the original repayment schedule of \$150,000 due by June 1, 2002, and thereafter, three annual payments in the amount of \$25,000 beginning June 1, 2003, with the total payment to be completed by June 1, 2005. In 2002, the Board of Commissioners approved a \$50,000 payment and in 2003 the Board of Commissioners approved a \$25,000 payment. The current outstanding balance was \$150,000.

The Board directed the CCP&D Board present to the Board of Commissioners, at a future meeting, project plans and a payment schedule for the remainder of the loan.

Commissioner Trivette, seconded by Vice-Chairman Hodges, moved to accept the partial payment of \$25,000 as presented.

VOTE: Aye-5
Nay-0

June 22, 2004

B. CCP&D Renovation Request – County Manager Nelson stated that the County's lease with Cove Creek Preservation and Development (CCP&D) for the old Cove Creek School required that the CCP&D receive approval from the County prior to executing major renovations. The County Manager stated that CCP&D had requested to remove a sheltered pathway (hallway) that linked the elementary school to the old cafeteria which was currently leased to a manufacturing company. County Manager Nelson stated that

Maintenance Director Robert Marsh recommended that the work be done by a licensed and bonded contractor and building permits needed to be issued before work began. The expense of the project and all necessary permits and inspections were to be borne and provided by CCP&D.

Vice-Chairman Hodges, seconded by Commissioner Trivette, moved to approve the removal of said pathway (hallway) contingent upon the work being done by a licensed and bonded contractor and the building permits being issued before work was to begin.

VOTE: Aye-4(Coffey, Hodges, Blust, Trivette)
Nay-0
Absent-1(Honeycutt)

06-06-05

LOAN REPAYMENT REQUEST – COVE CREEK PRESERVATION AND DEVELOPMENT

Ms. Amy Shelton representing Cove Creek Preservation and Development (CCP&D) requested an amendment to the \$225,000 loan repayment schedule with the current loan balance of \$125,000 that the County issued in FY 2001 from the County's Economic Development Capital Reserve Fund. The original schedule of repayment was amended by a previous Board with the balance due in June 2005. Ms. Shelton requested that the County consider forgiving all or part of the remainder of the loan payments due. Ms. Shelton stated if that was not an option that the contract be renegotiated for an additional five years with payments at \$25,000 per year. Ms. Shelton stated that if the County opted for the latter, CCP&D was prepared to make the 2005 payment.

After discussion, Commissioner Kinsey, seconded by Vice-Chairman Winkler, moved to renegotiate the contract with Cove Creek Preservation and Development for five years with payments set at \$25,000 per year with no interest with the first payment being due in June 2005.

VOTE: Aye-5
Nay-0

05-22-07

COVE CREEK PRESERVATION AND DEVELOPMENT REQUEST

[Chairman Deal arrived at the meeting at 6:22 P.M.]

Ms. Pat Birdsong and Ms. Amy Shelton, with the Cove Creek Preservation and Development Group (CCP&D), requested funding in the amount of \$8,000 to construct a sidewalk and handicap-accessible ramp at the front of the day care center at the old Cove Creek high school. Ms. Shelton requested that the Board consider forgiving \$8,000 of a \$25,000 loan payment due the County on June 1, 2007, which CCP&D was prepared to make. The day care center was licensed for approximately 44 children and was in need of the ramp and additional doors for accessibility. County Manager Nelson stated that the lease required any major changes to the building to be approved by the Board of Commissioners.

Ms. Shelton also requested that CCP&D be allowed to replace two doors and a set of windows for which they already had funding.

Commissioner Kinsey, seconded by Commissioner Moretz, moved to approve the replacement of the two doors and set of windows and the construction of the sidewalk and ramp with a fence.

VOTE: Aye-5
Nay-0

Chairman Deal, seconded by Commissioner Cooper, moved to forgive \$8,000 from the \$25,000 payment due in June from Cove Creek Preservation and Development contingent upon the funding being used for the renovation project as approved by the Board.

VOTE: Aye-5
Nay-0

[Clerk's Note: Chairman Deal began to preside over the meeting at this time.]

04-06-09

COVE CREEK PRESERVATION AND DEVELOPMENT FUNDING REQUEST

Mr. Nick Freidman, representing Cove Creek Preservation and Development (CCP&D), requested funding for the Old Cove Creek School, currently under lease to CCP&D from the County. Mr. Freidman stated that CCP&D was prepared to make their final \$25,000 payment to the County for a renovation loan which was forwarded from the EDC Capital Reserve Fund. Mr. Freidman detailed current expenses, as well as future needs, in renovating and maintaining the building. Mr. Freidman suggested that the Board consider the County forgiving the loan payment for a one-year period which would allow the requested repairs to be made with funds currently held by CCP&D and the loan would be repaid to the County in June 2010.

By consensus, the Board agreed to consider CCP&D's request during upcoming budget work sessions.

06-01-09

D. Cove Creek Preservation and Development Funding Request – County Manager Nelson stated that Cove Creek Preservation and Development (CCP&D) had come to the Board previously and requested that their final \$25,000 payment from an EDC incentive loan be waived to allow for funding for repairs to the building. Discussion was tabled at that time.

After discussion, Commissioner Futrelle, seconded by Commissioner Kinsey, moved to forgive the final \$25,000 payment from Cove Creek Preservation and Development, which was due in June 2009, and direct CCP&D to use the funds for renovations to the Old Cove Creek building.

VOTE: Aye-5
Nay-0

12-17-13

COVE CREEK PRESERVATION AND DEVELOPMENT (CCP&D) REQUEST

Mr. Jack Simpson representing Cove Creek Preservation and Development (CCP&D), which leases the Old Cove Creek School from the County, shared concerns of drainage issues at the property and requested the County's help to understand what needed to be done to fix the underlying problems.

County Manager Deron Geouque stated that CCP&D was requesting to use County personnel and equipment to resolve outside drainage issues in the back of the building by re-grading the area to create positive drainage and the removal of one breezeway. It appeared that much of the underneath moisture was attributable to the surface drainage issues in the back of the building. Staff concurred that the surface drainage needed to be addressed but understood that it would be difficult due to the topography of the property. Additionally, the water issues underneath the building could be a result of wet weather springs and would require CCP&D to address during the drying and conditioning of the 9,000 square foot crawl space. Staff would be hesitant to make any guarantees that this work will alleviate the current situation but it would be a step toward the solution of the ongoing drainage issues.

The County Manager stated that the estimated cost to perform the repairs and utilize County staff was approximately \$7,000 which included equipment rental, materials and supplies, and construction administration from Mr. Mike Wilson, TOYHSMA Construction Consulting Services. Another option would be for the County to hire an engineer to review the drainage at the site and develop a plan of action. However, the latter option could cost \$12,000 for the plan with additional costs depending on the course of action selected.

Commissioner Yates, seconded by Commissioner Welch, moved to approve the allocation of \$7,000 from the administrative contingency to cover the estimated cost to perform the repairs and utilize County staff which includes equipment rental, materials and supplies, and construction administration by Mr. Mike Wilson with TOYHSMA Construction Consulting Services.

VOTE: Aye-5
Nay-0

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AGENDA ITEM 5:

RURAL OPERATING ASSISTANCE PROGRAM (ROAP) GRANT APPLICATION REQUEST

MANAGER'S COMMENTS:

Mr. Craig Hughes, AppalCart Director, will request the Board approve the Rural Operating Assistance Program (ROAP) grant application for FY 2019. Watauga County was awarded \$157,297 which is down slightly from last year's funding. The grant does not require a local match.

Board action is required to approve the Rural Operating Assistance Program (ROAP) grant application for FY 2019.



director@appalcart.com
(828) 297-1300 Ext. 104

September 4, 2018

Mr. Deron T. Geouque
County Manager
Watauga County Administration Building
814 W. King Street, Suite 205
Boone, NC 28607

Dear Deron:

AppalCART would like to request Watauga County consider approval of the FY 2019 Rural Operating Assistance Program (ROAP) application. The State has allocated \$157,297 to Watauga County for FY 2019. This is a little less than last year's amount. NCDOT added another rural system and reduced Rural General Public amounts across the state.. The funding is split into three (3) categories: Elderly and Disabled Transportation Assistance Program (EDTAP) \$61,135, Employment (EMPL) \$13,551, and Rural General Public (RGP) \$82,611. The only portion that requires a match is the RGP. The RGP requires a 10% match that is covered by fares (\$1-\$2) on the rural van routes.

These funds will provide over 23,000 trips for elderly, disabled, and low income individuals. Note: RGP services are not limited to specific groups. The RGP routes run twice per day Monday-Friday.

A committee comprised of representatives from Watauga County Finance, Watauga County POA, Watauga County DSS, Watauga Opportunities, Inc., and AppalCART has discussed the distribution of the ROAP funds. The results of those discussions are reflected in the attached application.

The first disbursement of funds was scheduled for September 15, 2018. Approval of the application by the County Commissioners will ensure the County receives the rest of the funding allocated to Watauga County.

We appreciate the Commissioners consideration of this grant application.


Sincerely,

Craig Hughes
Transportation Director

Application for Transportation Operating Assistance

FY2019 Rural Operating Assistance Program Funds

Name of Applicant (County)	Watauga
County Manager	Deron T. Geouque
County Manager's Email Address	Deron.Geouque@watgov.org
County Finance Officer	Misty Watson
CFO's Email Address	Misty.Watson@watgov.org
CFO's Phone Number	828-265-8007
Person Completing this Application	Craig Hughes
Person's Job Title	AppalCART Director
Person's Email Address	director@appalcart.com
Person's Phone Number	828-297-1300
Community Transportation System	AppalCART
Name of Transit Contact Person	Craig Hughes
Transit Contact Person's Email Address	director@appalcart.com

Application Completed by:  Date: 9-4-18
 Signature

I certify that the content of this application is complete and accurately describes the county's administration of the ROAP Program, and the use of the ROAP funds in accordance with applicable state guidelines. I certify and understand that if the quarterly milestone reports are not submitted on or before the due dates that ½ of 1 percent per business day, beginning the day after the due date until the date the report is received, will be deducted from the following quarter's disbursement. I certify and understand that any quarterly unspent funds will be deducted from the following quarter's allocation and the total amount of unspent funds at the end of the period of performance will be deducted from the following year's allocation.

County Manager: _____ Date: _____
 Signature

County Finance Officer: _____ Date: _____
 Signature

Application Instructions

County officials should read the ROAP Program Administration Guide which contains guidance on the administration of the ROAP Program and information about the preparation of grant applications.

- The application must be completed by an official of the county or his/her designee.
- Click on the **gray rectangle** and type each answer. If necessary, the text will automatically wrap to the next row. The answer may wrap to the next page if necessary.
- If the county wishes to explain their response to any questions or provide more information, the county may include additional pages with this application form. All the pages of the application and any pages added by the applicant should be scanned into the same file.
- If there are questions regarding this application, contact the NCDOT-PTD Mobility Development Specialist assigned to the area served by the transit system.

FY2019 ROAP Program Schedule

Application Deadline	August 27, 2018
Disbursement #1	September 15, 2018
Disbursement #2	January 15, 2019
Milestone Reports	
Quarter 1 Milestone Report due	October 31, 2018
Quarter 2 Milestone Report due	January 31, 2019
Quarter 3 Milestone Report due	April 30, 2019
Quarter 4 Milestone Report due	August 31, 2019* (Annual)

County's Management of ROAP Funds

County governments or regional public transportation authorities created pursuant to Article 25 or Article 26 of Chapter 160A of the General Statutes (upon written agreement with municipalities or counties served) are the only eligible applicants for ROAP funds. As a recipient of ROAP funds, the county must implement administrative processes that will ensure the following:

- ROAP funds are expended on needs identified through a public involvement and/or planning process
- **ROAP funds are expended on only eligible activities as described in Appendix A of the ROAP Guidance. A county that uses any ROAP funds for non-public transportation trips will have a penalty of 10% assessed on all amounts of ROAP funds misspent.**
- Supporting documentation of expenditures is maintained
- Service recipients meet eligibility requirements and their eligibility is documented
- Trips funded with ROAP funding are monitored and evaluated throughout the period of performance
- An accounting of trips and expenditures is provided in quarterly reports to NCDOT
- ROAP funds received and expended are included in the local annual audit

Transportation Needs and Public Involvement in Funding Decisions	Yes	No
A. Did the county ask the Community Transportation Advisory Board (TAB), which is affiliated with the Community Transportation System, to recommend how the ROAP funds should be sub-allocated?	X	
B. Were outreach efforts conducted to inform agencies about the availability of ROAP funds and to discuss transportation needs BEFORE the county decided how to sub-allocate the ROAP funds?	X	

C. Is the method used to sub-allocate the ROAP funds fair and equitable? Open and transparent?	X	
Financial Management of ROAP Funds	Yes	No
D. Does the county pass through any ROAP funds to agencies or organizations that are not county governmental departments or agencies?	X	
E. If yes, does the county have a written agreement with these agencies that addresses the proper use, return and accountability of these funds? <i>(Include a sample agreement with application)</i>		X
F. Do any of the organizations or departments receiving ROAP funds plan to use private transit contractors to provide the ROAP funded trips? <i>(Their procurement practices will need to meet all federal and state requirements for procurement of professional services.)</i>		X
G. Are ROAP funds being deposited in an interest bearing account?		X
H. Does the county provide any local funds for transportation operating assistance to any of the ROAP sub-recipients in addition to the state ROAP funds?	X	
I. Is supporting documentation maintained for all ROAP grant financial transactions for five years? IMPORTANT: Yes is the only correct answer.	X	
Monitoring and Oversight Responsibilities	Yes	No
J. Does the county require the subrecipients of ROAP funds to provide progress reports and statistical data about the trips provided with ROAP funds?	X	
K. If progress reports and/or operating statistical reports are required by the county, how frequently are these provided to the county for evaluation? Monthly		
L. Does the county require the subrecipients of ROAP funds to use the coordinated transportation services of the federally funded Community Transportation System operating in the county?		X
Accountability to North Carolina Taxpayers	Yes	No
M. Is the county prepared to provide documentation that an eligible citizen was provided an eligible service or trip on the billed date, by whatever conveyance, at the specified cost?	X	

Elderly and Disabled Transportation Assistance Program

The Elderly and Disabled Transportation Assistance Program (EDTAP), originally enacted by legislation in the 1989 Session of the North Carolina General Assembly (Article 2B, 136-44.27), provides operating assistance funds for the transportation of the state’s elderly and disabled citizens. This transportation assistance allows the elderly and disabled to reside for a longer period in their homes, thereby enhancing their quality of life.

Organizations or Departments Receiving EDTAP Funds	How will the transportation services be provided	Name of Transportation Provider	EDTAP Suballocation	Estimated One Way	Avg. Cost of
Wat Co DSS	Community Transit	AppalCART	\$ 25,000	1,500	\$ 16.67
Wat Co POA	Community Transit	AppalCART	\$ 18,000	3,000	\$ 6.00
Watauga Opportunities	In House	N/A	\$ 11,000	4,000	\$ 2.75
AppalCART	Community Transit	AppalCART	\$ 7,135	4,000	\$ 1.78
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
TOTAL			\$ 61,135	12,500	

Elderly and Disabled Transportation Assistance Program Questions

N. What will be the purposes of the trips provided with EDTAP funds? *(Check all that apply)*

- Personal care activities, medical appointments, pharmacy pick-up, shopping, bill paying, meetings, classes, banking
- Job interviews, job fair attendance, job readiness activities or training, GED classes
- Transportation to workplace
- Group field trips/tours to community special events (Federal charter regulations apply to transit.)
- Overnight trips to out-of-county destinations (Federal charter regulations apply to transit)
- Human service agency appointments

Elderly and Disabled Transportation Assistance Program Questions (con't)	Yes	No
O. Does the federally funded Community Transportation System operating in your county receive a sub-allocation of EDTAP funds?	X	
P. Will any of the subrecipients use their EDTAP sub-allocation as matching funds for any of the following programs? <i>(Matching funds for operating assistance or purchase of service only.)</i> 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program		X
Q. Will any of the subrecipients of EDTAP funds charge a fare for an EDTAP funded trip?		X
R. EDTAP funded trips are expected to be provided throughout the entire year. If the EDTAP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation trips?		X

Employment Transportation Assistance Program

The Employment Transportation Assistance Program (EMPL) is intended to help DSS clients that transitioned from Work First or TANF in the last 12 months, Workforce Development Program participants and/or the general public to travel to work, employment training and/or other employment related destinations.

Organizations or Departments Receiving EMPL Funds	How will the transportation services be provided	Name of Transportation Provider	EMPL Suballocation	Estimated One Way Trips	Avg. Cost of Trip
Watauga Opportunities	In House Staff		\$ 13,551	4,200	\$ 3.22
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
TOTAL			\$ 13,551	4,200	

Employment Transportation Program Questions

S. What will be the purposes of the transportation services provided with EMPL funds? *(Check all that apply)*

- Job interviews, job fair attendance, job readiness activities or training
- Transportation to workplace (Scheduled by the individual only. No agency scheduled trips.)
- Child(ren) of working parent transported to Child Care

T. Describe the eligibility criteria to be used in this county to determine who will be provided EMPL funded trips.

Transportation for work related clients

Employment Transportation Assistance Program Questions (con't)	Yes	No
U. Does the federally funded Community Transit System operating in your county receive a sub-allocation of EMPL funds?		X
V. Will any of the subrecipients of EMPL funds charge a fare for an EMPL funded trip?		X
W. Has the county transferred any EMPL funds to EDTAP or RGP in the last two years?		X
X. Will any of the subrecipients use their EMPL sub-allocation as matching funds for any of the following programs? <i>(Matching funds for operating assistance or purchase of service only.)</i> 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program		X
Y. EMPL funded trips are expected to be provided throughout the entire year. If the EDTAP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation trips?		X

Rural General Public Program

The Rural General Public Program assistance funds are intended to provide transportation services for individuals from the county who do not have a human service agency or organization to pay for the trip. The county, in consultation with the Community Transportation System, must determine the RGP services to be provided with the RGP funds. RGP funds are only available to Coordinated Transportation Systems offering general public transportation in the non-urbanized area of the county.

Organizations or Departments Receiving RGP Funds	How will the transportation services be provided	Name of Transportation Provider	RGP Suballocation	Estimated One Way Trips	Avg. Cost of Trip
AppalCART	Vans	AppalCART	\$ 82,611	6,816	\$ 12.12
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
TOTAL			\$ 82,611	6,816	

Rural General Public Transportation Program Questions			
Z. What will be the trip purposes of the transportation services provided with RGP funds? <i>(Check all that apply)</i>			
<input checked="" type="checkbox"/> Personal care activities, medical appointments, pharmacy pick-up, shopping, bill paying, meetings, classes, banking <input checked="" type="checkbox"/> Job interviews, job fair attendance, job readiness activities or training, GED classes <input checked="" type="checkbox"/> Transportation to workplace (Scheduled by the individual only. No agency scheduled trips.) <input type="checkbox"/> Child(ren) of working parent transported to child care <input type="checkbox"/> Group field trips/tours to community special events (Federal charter regulations apply to transit.) <input type="checkbox"/> Overnight trips to out-of-county destinations (Federal charter regulations apply to transit.) <input checked="" type="checkbox"/> Human service agency appointments			
Rural General Public Program Questions (con't)		Yes	No
AA. Will RGP trips be provided for citizens who need transportation but don't have a human service agency or organization to pay for the trip?		X	
AB. Since the subrecipient can only use RGP funds to pay for 90% of the cost of a trip, will the Community Transportation System use fare revenue to generate the local 10% match requirement for RGP funds?		X	
AC. Will RGP funded trips be coordinated on vehicles with human service agency trips?		X	
AD. Will the Community Transportation System use any of their RGP sub-allocation as matching funds for any of the following programs? <i>(Matching funds for operating assistance or purchase of service only)</i> 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program			X
AE. Is any part of the county in an urbanized area according to the 2010 census?			X
AF. RGP funded trips are expected to be provided throughout the entire year. If the RGP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation trips?			X

- The county will only use the ROAP funds to provide trips when other funding sources are not available for the same purpose or the other funding sources for the same purpose have been completely exhausted.
- The county assures that the required matching funds for the FY2019 ROAP can be generated from fares and/or provided from local funds.
- The county will notify the Mobility Development Specialist assigned to the county if any ROAP funded services are discontinued before the end of the period of performance due to the lack of funding. No additional ROAP funds will be available.
- The county will provide an accounting of trips and expenditures in quarterly milestone reports to NCDOT – Public Transportation Division or its designee. **Back-up documentation is required to support the quarterly reports and may be requested at an MDS site visit.**
- Any interest earned on the ROAP funds will be expended for eligible program uses as specified in the ROAP application. The County will include ROAP funds received and expended in its annual independent audit on the schedule of federal and state financial assistance. Funds passed through to other agencies will be identified as such.
- The county is applying for the following amounts of FY2019 Rural Operating Assistance Program funds:

State-Funded Rural Operating Assistance Program	Allocated	Requested
Elderly & Disabled Transportation Assistance Program (EDTAP)	<u>\$61,135</u>	<u>\$61,135</u>
Employment Transportation Assistance Program (EMPL)	<u>\$13,551</u>	<u>\$13,551</u>
Rural General Public Program (RGP)	<u>\$82,611</u>	<u>\$82,611</u>
TOTAL	<u>\$157,297</u>	<u>\$157,297</u>

WITNESS my hand and county seal, this ____ day of ____, 20__.

Signature of County Manager/Administrator

Signature of County Finance Officer

Printed Name of County Manager/Administrator

Printed Name of County Finance Officer

State of North Carolina County of Watauga



CERTIFIED STATEMENT
FY2019
RURAL OPERATING ASSISTANCE PROGRAM
 County of Watauga

WHEREAS, the state-funded, formula-based Rural Operating Assistance Program (ROAP) administered by the North Carolina Department of Transportation, Public Transportation Division provides funding for the operating cost of passenger trips for counties within the state;

WHEREAS, the county uses the most recent transportation plans (i.e. CCP, CTIP, LCP) available and other public involvement strategies to learn about the transportation needs of agencies and individuals in the county before determining the sub-allocation of these ROAP funds;

WHEREAS, the county government or regional public transportation authorities created pursuant to Article 25 or Article 26 of Chapter 160A of the General Statutes (upon written agreement with the municipalities or counties served) are the only eligible recipients of Rural Operating Assistance Program funds which are allocated to the counties based on a formula as described in the Program Guidelines included in the ROAP State Management Plan. NCDOT will disburse the ROAP funds only to counties and eligible transportation authorities and not to any sub-recipients selected by the county;

WHEREAS, the county finance officer will be considered the county official accountable for the administration of the Rural Operating Assistance Program in the county, unless otherwise designated by the Board of County Commissioners;

WHEREAS, the passenger trips provided with ROAP funds must be accessible to individuals with disabilities and be provided without discrimination on the basis of national origin, creed, age, race or gender (FTA C 4702.1A, FTA C 4704.1, Americans with Disabilities Act 1990); and

WHEREAS, the period of performance for these funds will be July 1, 2018 to June 30, 2019 regardless of the date on which ROAP funds are disbursed to the county.

NOW, THEREFORE, by signing below, the duly authorized representatives of the County of Watauga North Carolina certify that the following statements are true and accurate:

- The county employed a documented methodology for sub-allocating ROAP funds that involved the participation of eligible agencies and citizens. Outreach efforts to include the participation of the elderly and individuals with disabilities, persons with limited English proficiency, minorities and low income persons in the county's sub-allocation decision have been documented.
- The county will advise any sub-recipients about the source of the ROAP funds, specific program requirements and restrictions, eligible program expenses and reporting requirements. The county will be responsible for invoicing any sub-recipients for unexpended ROAP funds as needed.
- The county will monitor ROAP funded services routinely to verify that ROAP funds are being spent on allowable activities and that the eligibility of service recipients is being properly documented. The county will maintain records of trips for at least five years that prove that an eligible citizen was provided an eligible transportation service on the billed date, by whatever conveyance at the specified cost.
- The county will be responsible for monitoring the safety, quality and cost of ROAP funded services and assures that any procurements by subrecipients for contracted services will follow state and federal guidelines.
- The county will conduct regular evaluations of ROAP funded passenger trips provided throughout the period of performance.

Revised 08-03-18

AGENDA ITEM 6:

TAX MATTERS

A. Monthly Collections Report

MANAGER'S COMMENTS:

Mr. Larry Warren, Tax Administrator, will present the Monthly Collections Report and be available for questions and discussion.

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

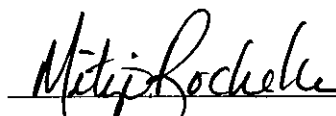
Monthly Collections Report


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 August 2018

	<u>Current Month</u> <u>Collections</u>	<u>Current Month</u> <u>Percentage</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 2018	4,855,811.48	16.05%	5,173,409.04	16.93%	0.31%
Prior Year Taxes	45,567.28		101,239.96		
Solid Waste User Fees	335,492.30	13.18%	364,649.48	13.94%	0.32%
Green Box Fees	282.90		722.36		
Total County Funds	\$5,237,153.96		\$5,640,020.84		
<u>Fire Districts</u>					
Foscoe Fire	86,985.26	19.06%	92,778.17	19.97%	0.27%
Boone Fire	128,832.42	14.83%	138,784.49	15.70%	0.18%
Fall Creek Service Dist.	1,291.29	13.81%	1,368.69	14.52%	0.00%
Beaver Dam Fire	12,309.72	12.26%	13,106.62	12.90%	0.45%
Stewart Simmons Fire	34,324.49	15.33%	36,464.91	16.08%	0.46%
Zionville Fire	15,806.25	14.21%	16,565.70	14.56%	0.48%
Cove Creek Fire	31,462.95	13.72%	34,220.53	14.56%	0.36%
Shawneeohaw Fire	19,298.75	20.36%	19,829.09	20.70%	1.23%
Meat Camp Fire	28,664.56	14.29%	30,946.85	14.91%	0.31%
Deep Gap Fire	23,694.59	13.26%	26,068.24	13.74%	0.27%
Todd Fire	9,572.35	15.63%	9,630.20	15.63%	0.04%
Blowing Rock Fire	87,962.69	18.62%	95,630.95	19.78%	0.60%
M.C. Creston Fire	581.60	9.17%	607.94	9.37%	0.00%
Foscoe Service District	13,125.76	18.32%	14,040.42	19.07%	0.06%
Beech Mtn. Service Dist.	40.15	2.66%	40.15	2.66%	0.00%
Cove Creek Service Dist.	0.00	0.00%	0.00	0.00%	0.00%
Shawneeohaw Service Dist	1,134.74	18.04%	1,136.72	18.04%	0.00%
	\$493,796.28		\$529,850.98		
<u>Towns</u>					
Boone	697,316.49	12.22%	760,478.91	13.01%	0.16%
Municipal Services	14,681.37	11.81%	18,448.28	14.12%	0.00%
Boone MV Fee	NA	NA	NA	NA	NA
Blowing Rock	NA	NA	NA	NA	NA
Seven Devils	NA	NA	NA	NA	NA
Beech Mountain	NA	NA	NA	NA	NA
Total Town Taxes	\$711,997.86		\$778,927.19		
Total Amount Collected	\$6,442,948.10		\$6,948,799.01		

 Tax Collections Director

 Tax Administrator

AGENDA ITEM 6:

TAX MATTERS

B. Refunds and Releases

MANAGER'S COMMENTS:

Mr. Warren will present the Refunds and Releases Reports. Board action is required to accept the Refunds and Releases Reports.

08/31/2018 16:33
Larry.Warren

WATAUGA COUNTY
RELEASES - 08/01/2018 TO 08/31/2018

P 1
tncraprt

OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1724422 BALLARD, DEANNA M 132 -1 WHITNEY LN BLOWING ROCK, NC 28605	RE 2018 2819-63-5670-000 TAX RELEASES ERRORS FOUND ON CONDITION FACTOR AND SQUARE FOOTAGE	28083	08/31/2018	F02	6533	235,800 F02 G01	141.48 832.37 973.85
1511578 BARRETT, LOUISE C. 292 HOMESPUN HILLS RD BOONE, NC 28607-8919	RE 2018 2900-45-5699-000 ELDERLY OR DISABLED EXEMPTION RECEIVES SENIOR EXEMPTION	34543	08/31/2018	F02	6514	59,750 F02 G01	35.85 210.92 246.77
1762401 BOARD OF TRUSTEES OF THE ENDOWMENT FUND OF APPALACHIAN STATE UNIVERSITY PO BOX 32126 BOONE, NC 28608	RE 2018 2910-02-7414-000 TAX RELEASES EXEMPT PROPERTY OWNED BY ASU	37943	08/31/2018	C02	6507	0 C02 G01	13,662.02 11,762.67 25,424.69
1754586 BROMILEY, JOSEPH F (TRUSTEE) RALPH E PALMER III REVOCABLE LIVING TRUS 12745 GLADSTONE WAY FORT MYERS, FL 33913	RE 2018 1982-61-9148-000 TAX RELEASES PROPERTY SOLD TO EDDIE DICKENS REBILLED	18887	08/31/2018	F07	6545	0 F07 G01	11.60 81.90 93.50
1527419 BUTCH REEVES CONSTRUCTION 420 LOCUST HILL RD. BOONE, NC 286076184	PP 2018 527419999 TAX RELEASES OUT OF BUSINESS	2434	08/31/2018	F02	6549	0 G01 F02	25.17 4.28 29.45
1571726 CGR DEVELOPMENT CORP 160 CAREFREE COVE RD ZIONVILLE, NC 28698	RE 2018 1997-90-3163-000 TAX RELEASES NEW OWNERS, REBILLED TO 1768504	23213	08/31/2018	F06	6551	0 F06 G01	31.25 220.63 251.88
1571726 CGR DEVELOPMENT CORP 160 CAREFREE COVE RD ZIONVILLE, NC 28698	RE 2018 1997-90-4392-000 TAX RELEASES NEW OWNER, REBILLED TO 1768504	23215	08/31/2018	F06	6552	0 F06 G01	16.20 114.37 130.57
1571726 CGR DEVELOPMENT CORP 160 CAREFREE COVE RD ZIONVILLE, NC 28698	RE 2018 1997-90-4547-000 TAX RELEASES NEW OWNER, REBILLED TO 1768504	23216	08/31/2018	F06	6553	0 F06 G01	17.65 124.61 142.26
1521064 CHURCH, J D AND WAELEAN 1775 WINKLER MILL RD WILKESBORO, NC 28697-8355	RE 2018 2970-40-7665-000 TAX RELEASES BILLED AND PAID UNDER THE NAME OF NUMA CHURCH	1000071	08/31/2018	F10	6569	0 F10 G01	3.90 27.53 31.43

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1521063 CHURCH, NUMA F CHURCH, STELLA 1695 WINKLER MILL ROAD WILKESBORO, NC 28697	RE 2018	49117	08/31/2018			0 F10	3.90
	2970-40-7665-000			F10		G01	27.53
	TAX RELEASES RELEASED FROM ACCT 1521063 AND REBILLED TO ACCT 1521064				6558		31.43
1609110 CIANELLI, DAVID M .DAVID M CIANELLI LIVING TRUST 3020 NE 46 ST FORT LAUDERDALE, FL 33308	PP 2018	269	08/31/2018			0 G01	27.64
	640			C05		G01L	2.76
	TAX RELEASES sold property				6511		30.40
1728136 CLARK, JACOB MERLE PO BOX 363 BOONE, NC 28607	RE 2018	16048	08/31/2018			0 F07	82.10
	1971-44-7550-000			F07		G01	579.63
	TAX RELEASES PROPERTY WAS BILLED UNDER ANOTHER PARCEL NUMBER				6539	SWF	80.00
							741.73
1728136 CLARK, JACOB MERLE PO BOX 363 BOONE, NC 28607	RE 2018	16049	08/31/2018			0 F07	82.15
	1971-44-7551-000			F07		G01	579.98
	TAX RELEASES PROPERTY WAS BILLED UNDER				6536		662.13
							1971-44-7550-000
1728136 CLARK, JACOB MERLE PO BOX 363 BOONE, NC 28607	RE 2018	16049	08/31/2018			0 F07	-82.15
	1971-44-7551-000			F07		G01	-579.98
	TAX RELEASES PROPERTY WAS BILLED UNDER				6538		-662.13
							Reversal of release 6536
1752835 CONTORNO, DAVID C 106 COLBORNE DR MOORESVILLE, NC 28115	RE 2018	32455	08/31/2018			0 F05	944.95
	2848-98-3923-000			F05		G01	3,924.30
	TAX RELEASES PROPERTY WAS SPLIT AND TRANSFERRED TO NEW OWNER, REBILLED TO 1746220				6527	SWF	80.00
							4,949.25
1774829 CRUTCHER, SUZANNE + CRUTCHER, BRYAN 1515 SCOTLAND AVE CHARLOTTE, NC 28207	RE 2018	23602	08/31/2018			130,800 G01	461.72
	2807-85-7605-000			C03			
	TAX RELEASES BY AGREEMENT REACHED THROUGH THE PROPERTY TAX COMMISSION				6574		
1248608 DANCY, BILL AND VIRGINIA 136 MITCHELL FIELDS RD ZIONVILLE, NC 28698-9065	RE 2018	22221	08/31/2018			95,850 F06	47.93
	1993-24-6395-000			F06		G01	338.35
	ELDERLY OR DISABLED EXEMPTION SENIOR EXEMPTION DID NOT CARRY OVER FROM PREVIOUS YEAR				6557		386.28

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1611441 DAVIS, DAVID W DAVIS, ALLISON S 6 CREEKWOOD DR DUBLIN, GA 31021-0401	PP 2018 543 TAX RELEASES SOLD PROPERTY	219	08/31/2018	C03	6526	0	G01	63.68
1754892 EARP, BRUCE JAMES 108 LUTHER LN VILAS, NC 28692	RE 2018 1990-08-7190-000 ELDERLY OR DISABLED EXEMPTION RECEIVES DISABILITY EXEMPTION AND VALUE IS LESS THAN \$25,000	20066	08/31/2018	FS1	6513	0	FS1 G01	13.80 97.43 <hr/> 111.23
1542439 EULISS, HOWARD O EULISS, SUSAN M PO BOX 737 MILLERS CREEK, NC 28651-0737	RE 2018 2910-28-3337-009 TAX RELEASES CLERICAL ERROR ON LAND VALUE	38810	08/31/2018	C02	6554	10,000	C02 G01	41.00 35.30 <hr/> 76.30
1774408 FISHER, JAMES R FISHER, LORI PO BOX 1399 BOONE, NC 28607	RE 2018 1950-25-8013-000 TAX RELEASES PROPERTY TRANSFERRED TO WRONG PARTY REBILLED TO CORRECT OWNER	11835	08/31/2018	C05	6541	0	G01 SWF	590.57 80.00 <hr/> 670.57
1543093 FORD, LOWE LIFE ESTATE FORD, FAYE LIFE ESTATE 475 FORD ROAD BOONE, NC 28607	RE 2018 2838-32-5754-000 TAX RELEASES PROPERTY WAS SPLIT AND REMAINDER SHOULD RECEIVE PRESENT USE VALUE	31296	08/31/2018	F12	6515	27,100	F12 G01	13.55 95.66 <hr/> 109.21
1062264 GREENE, HILL VICTOR 1897 AHO RD BOONE, NC 28607-8402	RE 2018 2828-45-2543-000 ELDERLY OR DISABLED EXEMPTION SENIOR EXEMPTION DID NOT CARRY OVER FROM PREVIOUS YEAR	29023	08/31/2018	F12	6567	70,950	F12 G01	35.48 250.45 <hr/> 285.93
1638976 GURNEE, SUE PO BOX 5 TODD, NC 28684	RE 2018 2933-15-4667-000 TAX RELEASES PROPERTY WAS DIVIDED AND BILLED UNDER NEW PARCEL NUMBERS	46750	08/31/2018	F11	6540	0	F11 G01	215.25 1,085.48 <hr/> 1,300.73
1731049 GUY FAMILY TRUST 18 SANDPIPER DR WHISPERING PINES, NC 28327-9323	RE 2018 2920-53-2618-000 TAX RELEASES PARCEL SHOULD HAVE BEEN DEACTIVATED	43377	08/31/2018	F02	6556	0	F02 G01 SWF	279.18 1,642.51 80.00 <hr/> 2,001.69

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1731049 GUY FAMILY TRUST 18 SANDPIPER DR WHISPERING PINES, NC 28327-9323	RE 2018	43382	08/31/2018			0	F02	30.66
				F02			G01	180.38
	TAX RELEASES				6555			
	PARCEL SHOULD HAVE BEEN DEACTIVATED							211.04
1640309 HAMBY, JOSH HAMBY, STEPHANIE GREENE 1621 WILDCAT RIDGE RD DEEP GAP, NC 28618	PP 2018	65	08/31/2018			0	F10	7.99
				F10			G01	56.37
	TAX RELEASES				6546		SWF	80.00
	MOBILE HOME MADE AS PERMANENT REAL ESTATE AND BILLED AS SUCH						F10L G01L	.80 5.64
								150.80
1753726 HAND, ALLEN L 7243 CAYMAN DR FAYETTEVILLE, NC 28306	RE 2018	28868	08/31/2018			70,950	F12	35.48
				F12			G01	250.45
	ELDERLY OR DISABLED EXEMPTION				6564			
	SENIOR EXEMPTION DID NOT CARRY OVER FROM PREVIOUS YEAR							285.93
1753726 HAND, ALLEN L 7243 CAYMAN DR FAYETTEVILLE, NC 28306	RE 2018	28868	08/31/2018			70,950	F12	35.48
				F12			G01	250.45
	ELDERLY OR DISABLED EXEMPTION				6565			
	SENIOR EXEMPTION DID NOT CARRY OVER FROM PREVIOUS YEAR							285.93
1753726 HAND, ALLEN L 7243 CAYMAN DR FAYETTEVILLE, NC 28306	RE 2018	28868	08/31/2018			-70,950	F12	-35.48
				F12			G01	-250.45
	ELDERLY OR DISABLED EXEMPTION				6566			
	SENIOR EXEMPTION DID NOT CARRY OVER Reversal of release				6565			-285.93
1071190 HARMON, IDA MARIE 405 JIMMY BILLINGS RD VILAS, NC 28692-8335	RE 2018	18764	08/31/2018			0	F07	42.55
				F07			G01	300.40
	TAX RELEASES				6548		SWF	80.00
	WAS RECEIVING SR EXEMPTION BUT PASSED AWAY IN 2017, REBILLED AT FULL VALUE							422.95
1754159 ISAACS, STEVEN WARD 698 PHILLIPS BRANCH RD VILAS, NC 28692	RE 2018	16419	08/31/2018			57,450	F07	28.73
				F07			G01	202.80
	ELDERLY OR DISABLED EXEMPTION				6523			
	LLOYD EARL ISAACS RESERVED LIFE ESTATE AND RECEIVES SENIOR EXEMPTION							231.53
1774063 JACKSON, CHUCK 5881 HWY 557 LAKE WYLIE, SC 29710	PP 2018	1148	08/31/2018			0	F09	16.16
				F09			G01	114.09
	TAX RELEASES				6524		SWF	80.00
	SOLD IN 2017							210.25

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1774671 JENNINGS, JAMES + JENNINGS, AMANDA C	RE 2018	18904	08/31/2018			73,350 F07	36.68
	1982-64-3103-000			F07		G01	258.93
	ELDERLY OR DISABLED EXEMPTION	6531					295.61
	RECEIVES SENIOR EXEMPTION						
1512312 KAUKE, REINHARD 236 CLOUDRISE LN BANNER ELK, NC 28604	RE 2018	17860	08/31/2018			71,750 F01	35.88
	1980-80-3624-000			F01		G01	253.28
	ELDERLY OR DISABLED EXEMPTION	6521					289.16
	RECEIVES SENIOR EXEMPTION						
1512312 KAUKE, REINHARD 236 CLOUDRISE LN BANNER ELK, NC 28604	RE 2018	17865	08/31/2018			0 F01	-35.88
	1980-80-5622-000			F01		G01	-253.28
	TAX RELEASES	6519				SWF	-80.00
	PARCEL DEACTIVATED AND BILLED						
	Reversal of release	6516					-369.16
1512312 KAUKE, REINHARD 236 CLOUDRISE LN BANNER ELK, NC 28604	RE 2018	17865	08/31/2018			0 F01	35.88
	1980-80-5622-000			F01		G01	253.28
	ELDERLY OR DISABLED EXEMPTION	6520				SWF	80.00
	RECEIVES SENIOR EXEMPTION AND WAS						
	BILLED UNDER 1980803624000						369.16
1512312 KAUKE, REINHARD 236 CLOUDRISE LN BANNER ELK, NC 28604	RE 2018	17865	08/31/2018			0 F01	35.88
	1980-80-5622-000			F01		G01	253.28
	TAX RELEASES	6516				SWF	80.00
	PARCEL DEACTIVATED AND BILLED						
	UNDER 1980-80-3624-000						369.16
1748005 KNIGHT, DANIEL W. 797 POSSUM HOLLOW RD BLOWING ROCK, NC 28605	PP 2018	505	08/31/2018			0 G01	7.73
	1176			C03		G01L	.77
	TAX RELEASES	6532					
	SOLD BOAT OVER 1 YEAR AGO						8.50
1583931 LEN B FARTHING INC P O BOX 88 VILAS, NC 28692	PP 2018	1066	08/31/2018			37,760 F04	18.88
	2170			F04		G01	133.29
	TAX RELEASES	6508					
	PETERBUILT \$38000						152.17
1583931 LEN B FARTHING INC P O BOX 88 VILAS, NC 28692	PP 2018	1067	08/31/2018			60,500 F04	30.25
	2171			F04		G01	213.57
	TAX RELEASES	6510					
	INTERNATIONAL 16,000						243.82
1583931 LEN B FARTHING INC P O BOX 88 VILAS, NC 28692	PP 2018	1068	08/31/2018			59,000 F04	29.50
	2172			F04		G01	208.27
	TAX RELEASES	6509					
	WESTERN STAR 22,000						237.77

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1777086 LEWEY, EDWARD LEWEY, KAYE 133 WEATHERBEND PITTSBORO, NC 27312	PP 2018	1229	08/31/2018			0	F09	7.50
	2642			F09			G01	52.95
	TAX RELEASES				6512		SWF	80.00
	DOUBLE BILLED						F09L	.75
							G01L	5.30
								146.50
1591690 MARTIN, ELIZABETH MARTIN, LINDA ANNE 820 MERRIE RD RALEIGH, NC 27606-2704	RE 2018	37787	08/31/2018			0	FX9	.50
	2905-63-2074-000			FX9	6530		G01	3.53
	TAX RELEASES							
PROPERTY IS IN PRESENT USE							4.03	
1591690 MARTIN, ELIZABETH MARTIN, LINDA ANNE 820 MERRIE RD RALEIGH, NC 27606-2704	RE 2018	37788	08/31/2018			8,400	FX9	4.20
	2905-63-5547-000			FX9	6529		G01	29.65
	TAX RELEASES							
PROPERTY IS IN PRESENT USE							33.85	
1619358 MCCUTCHEN, BARRY E MCCUTCHEN, SUZANNE 13263 KILDEER RD WEEKI WACHEE, FL 34614-2117	RE 2018	14933	08/31/2018			0	F07	27.25
	1962-22-9398-000			F07	6547		G01	192.39
	TAX RELEASES							
PROPERTY TRANSFER WAS MISSED REBILLED TO NEW OWNER							219.64	
1745730 MEADE, ALLISON PO BOX 292 BOONE, NC 28607	RE 2018	40440	08/31/2018			112,800	C02	462.48
	2911-11-9291-000			C02	6570		G01	398.18
	TAX RELEASES							
INCORRECT SQUARE FOOTAGE							860.66	
1745730 MEADE, ALLISON PO BOX 292 BOONE, NC 28607	RE 2018	40440	08/31/2018			-112,800	C02	-462.48
	2911-11-9291-000			C02	6572		G01	-398.18
	TAX RELEASES							
INCORRECT SQUARE FOOTAGE Reversal of release				6570			-860.66	
1745730 MEADE, ALLISON PO BOX 292 BOONE, NC 28607	RE 2018	40440	08/31/2018			340,200	C02	1,394.82
	2911-11-9291-000			C02	6573		G01	1,200.91
	TAX RELEASES							
HOUSE WAS ONLY 40% COMPLETE							2,595.73	
1773576 NORRIS, EDDIE P 6390 NC HWY 194 N BOONE, NC 28607	RE 2018	42227	08/31/2018			0	F09	12.50
	2913-96-3472-000			F09	6544		G01	88.25
	TAX RELEASES							
CLERICAL ERROR							100.75	

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1501042 O WAYNE GREEN AND ASSOCIATES 2028 LAUREL FORK ROAD VILAS, NC 28692	PP 2018 501042999 TAX RELEASES OUT OF BUSINESS	2103	08/31/2018	F02	6517	0	G01 F02 G01L F02L	34.45 5.86 3.45 .59 <hr/> 44.35
1575393 PAAL, PATRICIA Y .REVOCABLE TRUST OF PATRICIA Y PAAL 688 WINDWOOD LANE BOONE, NC 28607	RE 2018 2839-48-2169-000 TAX RELEASES PROPERTY WAS DIVIDED INTO 3 TRACTS AND BILLED INDIVIDUALLY	31694	08/31/2018	F02	6535	0	F02 G01 SWF	660.90 3,888.30 80.00 <hr/> 4,629.20
1729220 RALPH F PROFFIT FAMILY TRUST 2240 MEAT CAMP RD BOONE, NC 28607	RE 2018 2913-36-6708-000 ELDERLY OR DISABLED EXEMPTION SENIOR EXEMPTION DID NOT CARRY OVER	42012	08/31/2018	F09	6550	69,200	F09 G01	34.60 244.28 <hr/> 278.88
1731658 SCHERO HOLDINGS LLC 9005 SW 86TH ST MIAMI, FL 33173	RE 2018 2807-97-4364-000 REFUND RELEASE CLERICAL ERROR ON VALUE ENTERED	24002	08/31/2018	C03	6522	43,100	G01	152.14
1586645 SELTZER, LAURA 521 SW 64TH TERRACE HOLLYWOOD, FL 33023	PP 2018 541 TAX RELEASES SOLD PROPERTY	218	08/31/2018	C05	6528	0	G01 G01L	6.92 .69 <hr/> 7.61
1767465 SMITH, DEBBIE 1034 LOGANBERRY LN SALISBURY, NC 28146	PP 2018 2124 TAX RELEASES SOLD TO ERIC LUCKADOO	1042	08/31/2018	F12	6534	0	F12 G01 SWF	6.12 43.17 80.00 <hr/> 129.29
1503552 STATE FARM MUTUAL AUTOMOBILE INSURANCE C C/O CORP TAX DEPT-PP069 ONE STATE FARM PLAZA BLOOMINGTON, IL 617100001	PP 2018 503552999 TAX RELEASES INCORRECTLY BILLED	2138	08/31/2018	C02	6518	4,203	C02 G01	17.23 14.84 <hr/> 32.07
1776863 SYNOVIA SOLUTIONS LLC 1611 N INTERSTATE 35E STE 428 CARROLLTON, TX 75006	PP 2018 2611 TAX RELEASES SHOULD NOT HAVE BEEN BILLED EQUIP LEASED BY WATAUGA COUNTY	1202	08/31/2018	C02	6571	0	C02 G01 MS1	13.98 12.04 7.16 <hr/> 33.18

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1516703 WALKER, GARY L. P O BOX 118 VILAS, NC 28692	RE 2018 1992-12-2076-000 TAX RELEASES TRANSFERRED PROPERTY TO SON RELEASED AND REBILLED	21657	08/31/2018	F07	6543	0	F07 G01 SWF	149.90 1,058.29 80.00 <hr/> 1,288.19
1640862 WARREN, JUSTIN E SMITH, AMY L 393 DAYTON TRL VILAS, NC 28692	RE 2018 1981-94-4538-000 TAX RELEASES BILLED AS A 1.7 STORY HOUSE AND IS ONLY A 1 STORY HOUSE	18493	08/31/2018	F07	6568	73,800	F07 G01	36.90 260.51 <hr/> 297.41
1555982 WILL, THOMAS E WILL, GRACE PALACIOS 225 RIVER POINTE LN BOONE, NC 28607	RE 2018 2818-40-3680-000 TAX RELEASES MISSED TRANSFER, RELEASED AND REBILLED TO CORRECT NEW OWNER	26830	08/31/2018	F12	6542	0	F12 G01	49.85 351.94 <hr/> 401.79
1782550 WINEBARGER, DONALD O. 4857 MEAT CAMP RD TODD, NC 28684	PP 2018 2681 TAX RELEASES MH IS IN WILLIAM WINEBARGER NAME	1000015	08/31/2018	F09	6563	0	F09 G01 SWF	15.05 106.25 80.00 <hr/> 201.30
1764725 WOODSTOCK CAPITAL, LP 147 FLYWAY DR KIAWAH ISLAND, SC 29455	RE 2018 2817-76-3719-000 TAX RELEASES RELEASED AND REBILLED TO 1767982	1000034	08/31/2018	C3F2	6562	0	G01	929.45
1764725 WOODSTOCK CAPITAL, LP 147 FLYWAY DR KIAWAH ISLAND, SC 29455	RE 2018 2817-76-3886-000 TAX RELEASES RELEASED AND REBILLED TO 1767982	1000033	08/31/2018	C3F2	6561	0	G01	987.34
1777414 ZACKHEIM, ZAK MCBARRON, REG 4512 GREY OAKS CT WILMINGTON, NC 28412	PP 2018 2666 TAX RELEASES DOUBLE BILLED BILLED UNDER BILL NUMBER 3145	1250	08/31/2018	F09	6537	0	F09 G01 SWF F09L G01L	1.75 12.36 80.00 .18 1.24 <hr/> 95.53
DETAIL SUMMARY	COUNT: 65	RELEASES - TOTAL	1,599,913					54,261.47

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RELEASES - CHARGE SUMMARY FOR ALL CLERKS

YEAR	CAT	CHARGE	AMOUNT	
2018	RE	C02	BOONE RE	15,097.84
2018	RE	F01	FOSCOE FIRE RE	71.76
2018	RE	F02	BOONE FIRE RE	1,148.07
2018	RE	F05	STEWART SIMMONS FIRE RE	944.95
2018	RE	F06	ZIONVILLE FIRE RE	113.03
2018	RE	F07	COVE CREEK FIRE RE	415.71
2018	RE	F09	MEAT CAMP FIRE RE	47.10
2018	RE	F10	DEEP GAP FIRE RE	7.80
2018	RE	F11	TODD FIRE RE	215.25
2018	RE	F12	BLOWING ROCK FIRE RE	134.36
2018	RE	FS1	FOSCOE SERV DIST RE	13.80
2018	RE	FX9	MEAT CAMP/CRESTON SERV DIST RE	4.70
2018	RE	G01	WATAUGA COUNTY RE	33,590.43
2018	RE	SWF	SANITATION USER FEE	640.00
2018	PP	C02	BOONE PP	31.21
2018	PP	F02	BOONE FIRE PP	10.14
2018	PP	F02L	BOONE FIRE LATE LIST	.59
2018	PP	F04	BEAVER DAM FIRE PP	78.63
2018	PP	F09	MEAT CAMP FIRE PP	40.46
2018	PP	F09L	MEAT CAMP FIRE LATE LIST	.93
2018	PP	F10	DEEP GAP FIRE PP	7.99
2018	PP	F10L	DEEP GAP FIRE LATE LIST	.80
2018	PP	F12	BLOWING ROCK FIRE PP	6.12
2018	PP	G01	WATAUGA COUNTY PP	1,132.79
2018	PP	G01L	WATAUGA COUNTY LATE LIST	19.85
2018	PP	MS1	BOONE MUNICIPAL SERV DIST PP	7.16
2018	PP	SWF	SANITATION USER FEE	480.00
			2018 TOTAL	54,261.47
			SUMMARY TOTAL	54,261.47

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RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT	
C02	2018	C02	BOONE RE	15,129.05
C02	2018	G01	WATAUGA COUNTY RE	13,025.76
C02	2018	MS1	BOONE MUNICIPAL SERV DIST PP	7.16
		C02	TOTAL	28,161.97
C03	2018	G01	WATAUGA COUNTY RE	685.27
C03	2018	G01L	WATAUGA COUNTY LATE LIST	.77
		C03	TOTAL	686.04
C05	2018	G01	WATAUGA COUNTY PP	625.13
C05	2018	G01L	WATAUGA COUNTY LATE LIST	3.45
C05	2018	SWF	SANITATION USER FEE	80.00
		C05	TOTAL	708.58
C3F2	2018	G01	WATAUGA COUNTY RE	1,916.79
		C3F2	TOTAL	1,916.79
F01	2018	F01	FOSCOE FIRE RE	71.76
F01	2018	G01	WATAUGA COUNTY RE	506.56
F01	2018	SWF	SANITATION USER FEE	80.00
		F01	TOTAL	658.32
F02	2018	F02	BOONE FIRE RE	1,158.21
F02	2018	F02L	BOONE FIRE LATE LIST	.59
F02	2018	G01	WATAUGA COUNTY RE	6,814.10
F02	2018	G01L	WATAUGA COUNTY LATE LIST	3.45
F02	2018	SWF	SANITATION USER FEE	160.00
		F02	TOTAL	8,136.35
F04	2018	F04	BEAVER DAM FIRE PP	78.63
F04	2018	G01	WATAUGA COUNTY PP	555.13
		F04	TOTAL	633.76
F05	2018	F05	STEWART SIMMONS FIRE RE	944.95
F05	2018	G01	WATAUGA COUNTY RE	3,924.30
F05	2018	SWF	SANITATION USER FEE	80.00
		F05	TOTAL	4,949.25
F06	2018	F06	ZIONVILLE FIRE RE	113.03
F06	2018	G01	WATAUGA COUNTY RE	797.96
		F06	TOTAL	910.99
F07	2018	F07	COVE CREEK FIRE RE	415.71
F07	2018	G01	WATAUGA COUNTY RE	2,934.85
F07	2018	SWF	SANITATION USER FEE	240.00
		F07	TOTAL	3,590.56

08/31/2018 16:33
Larry.Warren

WATAUGA COUNTY
RELEASES - 08/01/2018 TO 08/31/2018

P 11
tncraprt

RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT
F09	2018	F09 MEAT CAMP FIRE PP	87.56
F09	2018	F09L MEAT CAMP FIRE LATE LIST	.93
F09	2018	G01 WATAUGA COUNTY PP	618.18
F09	2018	G01L WATAUGA COUNTY LATE LIST	6.54
F09	2018	SWF SANITATION USER FEE	320.00
F09 TOTAL			1,033.21
F10	2018	F10 DEEP GAP FIRE PP	15.79
F10	2018	F10L DEEP GAP FIRE LATE LIST	.80
F10	2018	G01 WATAUGA COUNTY PP	111.43
F10	2018	G01L WATAUGA COUNTY LATE LIST	5.64
F10	2018	SWF SANITATION USER FEE	80.00
F10 TOTAL			213.66
F11	2018	F11 TODD FIRE RE	215.25
F11	2018	G01 WATAUGA COUNTY RE	1,085.48
F11 TOTAL			1,300.73
F12	2018	F12 BLOWING ROCK FIRE RE	140.48
F12	2018	G01 WATAUGA COUNTY RE	991.67
F12	2018	SWF SANITATION USER FEE	80.00
F12 TOTAL			1,212.15
FS1	2018	FS1 FOSCOE SERV DIST RE	13.80
FS1	2018	G01 WATAUGA COUNTY RE	97.43
FS1 TOTAL			111.23
FX9	2018	FX9 MEAT CAMP/CRESTON SERV DIST RE	4.70
FX9	2018	G01 WATAUGA COUNTY RE	33.18
FX9 TOTAL			37.88
SUMMARY TOTAL			54,261.47

AGENDA ITEM 7:

COMMUNITY RECREATION CENTER MATTERS

A. Proposed Resolution Approving A Contract and A Deed of Trust and The Delivery Thereof and Providing for Certain Other Related Matters

MANAGER’S COMMENTS:

At the August 21, 2018 meeting, a public hearing was held to allow citizen input on the proposed financing of the Community Recreation Center. In order for the project to continue forward, Board action is required to approve the enclosed resolution authorizing a contract, deed of trust, and the delivery thereof and providing for certain related matters.

Board action is requested.

DRAFT

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF WATAUGA, NORTH CAROLINA, APPROVING A CONTRACT AND A DEED OF TRUST AND THE DELIVERY THEREOF AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS

WHEREAS, the County of Watauga, North Carolina (the "*County*") is a validly existing political subdivision of the State of North Carolina, existing as such under and by virtue of the Constitution, statutes and laws of the State of North Carolina (the "*State*");

WHEREAS, the County has the power, pursuant to the General Statutes of North Carolina to (1) purchase real and personal property, (2) enter into installment financing contracts in order to finance the purchase of real and personal property used, or to be used, for public purposes, and (3) finance the construction of fixtures or improvements on real property by contracts that create in the fixtures or improvements and in the real property on which such fixtures or improvements are located a security interest to secure repayment of moneys advanced or made available for such construction;

WHEREAS, the County has previously determined that it is in the best interest of the County to enter into an installment financing contract (the "*Contract*") with the Watauga Public Facilities Corporation, a North Carolina nonprofit corporation (the "*Corporation*"), in order (a) to pay a portion of the capital costs of the construction, equipping and furnishing of a community recreation center (the "*Project*"); and (b) to pay the costs related to the execution and delivery of the Contract;

WHEREAS, in order to secure the County's obligations under the Contract, the County will enter into a Deed of Trust, Security Agreement and Fixture Filing dated as of October 1, 2018 (the "*Deed of Trust*") related to the site of the Project and the improvements thereon that may be necessary to effectuate the proposed financing;

WHEREAS, the Corporation will execute and deliver its Limited Obligation Bonds, Series 2018 (the "*Bonds*") in an aggregate principal amount not to exceed \$20,000,000, evidencing proportionate undivided interests in rights to receive certain Revenues (as defined in the Contract) pursuant to the Contract;

WHEREAS, in connection with the sale of the Bonds by the Corporation to Robert W. Baird & Co. Incorporated (the "*Underwriter*"), the County will execute and deliver a Bond Purchase Agreement dated the date of delivery thereof (the "*Bond Purchase Agreement*") among the County, the Corporation and the Underwriter;

WHEREAS, there have been described to the Board the forms of the following documents (collectively, the "*Instruments*"), copies of which have been made available to the

Board, which the Board proposes to approve, enter into and deliver, as applicable, to effectuate the proposed installment financing:

- (1) the Contract;
- (2) the Deed of Trust;
- (3) an Indenture of Trust dated as of October 1, 2018 (the "*Indenture*") between the Corporation and U.S. Bank National Association, as trustee, including the form of the Bonds; and
- (4) the Bond Purchase Agreement;

WHEREAS, to make an offering and sale of the Bonds, there will be prepared a Preliminary Official Statement with respect to the Bonds (the "*Preliminary Official Statement*"), a draft thereof having been presented to the Board, and a final Official Statement relating to the Preliminary Official Statement (together with the Preliminary Official Statement, the "*Official Statement*"), which Official Statement will contain certain information regarding the County;

WHEREAS, it appears that each of the Instruments and the Preliminary Official Statement is in an appropriate form and is an appropriate instrument for the purposes intended;

WHEREAS, the Board conducted a public hearing on August 21, 2018 to receive public comment on the proposed Contract, the Deed of Trust and the Project; and

WHEREAS, the County has filed an application to the LGC for approval of the Contract and will receive the approval of the LGC before executing and delivering the Contract;

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

Section 1. ***Ratification of Instruments.*** All actions of the County, the Chairman of the Board, the Clerk to the Board, the County Manager, the Finance Director, the County Attorney and their respective designees, whether previously or hereinafter taken, in effectuating the proposed financing are hereby approved, ratified and authorized pursuant to and in accordance with the transactions contemplated by the Instruments.

Section 2. ***Authorization of the Official Statement.*** The form, terms and content of the Preliminary Official Statement are in all respects authorized, approved and confirmed, and the use of the Preliminary Official Statement and of the final Official Statement by the Underwriters in connection with the offering and sale of the Bonds is hereby in all respects authorized, approved and confirmed. The Chairman of the Board, the County Manager or the Finance Director is hereby authorized and directed, individually and collectively, to deliver, on behalf of the County, the Official Statement in substantially such form, with such changes, insertions and omissions as he or she may approve.

Section 3. **Authorization to Execute the Contract.** The County hereby approves the financing in accordance with the terms of the Contract, which will be a valid, legal and binding obligation of the County in accordance with its terms. The form and content of the Contract are hereby in all respects authorized, approved and confirmed, and the Chairman of the Board, the Clerk to the Board and the County Manager and their respective designees are hereby authorized, empowered and directed, individually and collectively, to execute and deliver the Contract, including necessary counterparts, in substantially the form and content presented to the Board, but with such changes, modifications, additions or deletions therein as they deem necessary, desirable or appropriate, their execution thereof to constitute conclusive evidence of the County's approval of any and all changes, modifications, additions or deletions therein from the form and content of the Contract presented to the Board. From and after the execution and delivery of the Contract, the Chairman of the Board, the Clerk to the Board, the County Manager and the Finance Director of the County, individually and collectively, are hereby authorized, empowered and directed, individually and collectively, to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Contract as executed.

Section 4. **Authorization to Execute the Deed of Trust.** The County approves the form and content of the Deed of Trust, and the Deed of Trust is in all respects authorized, approved and confirmed. The Chairman of the Board, the Clerk to the Board and the County Manager and their respective designees are hereby authorized, empowered and directed, individually and collectively, to execute and deliver the Deed of Trust, including necessary counterparts, in substantially the form and content presented to the Board, but with such changes, modifications, additions or deletions therein as they deem necessary, desirable or appropriate. Execution by the Chairman of the Board, the Clerk to the Board or the County Manager or their respective designees, individually or collectively, constitutes conclusive evidence of the County's approval of any and all such changes, modifications, additions or deletions therein from the form and content of the Deed of Trust presented to the Board, and from and after the execution and delivery of the Deed of Trust, the Chairman of the Board, the Clerk to the Board, the County Manager and the Finance Director of the County are hereby authorized, empowered and directed, individually and collectively, to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Deed of Trust as executed.

Section 5. **Authorization to Execute the Bond Purchase Agreement.** The County approves the form and content of the Bond Purchase Agreement and the sale of the Bonds to the Underwriters as contemplated thereby, and the Bond Purchase Agreement is in all respects authorized, approved and confirmed. The Chairman of the Board, the Clerk to the Board and the County Manager and their respective designees are hereby authorized, empowered and directed, individually and collectively, to execute and deliver the Bond Purchase Agreement, including necessary counterparts, in substantially the form and content presented to the Board, but with such changes, modifications, additions or deletions therein as they deem necessary, desirable or appropriate. Execution by the Chairman of the Board, the Clerk to the Board and the County Manager or their respective designees, individually or collectively, constitutes conclusive evidence of the County's approval of any and all such

changes, modifications, additions or deletions therein from the form and content of the Bond Purchase Agreement presented to the Board, and from and after the execution and delivery of the Bond Purchase Agreement, the Chairman of the Board, the Clerk to the Board, the County Manager and the Finance Director of the County are hereby authorized, empowered and directed, individually and collectively, to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Bond Purchase Agreement as executed.

Section 6. **County Representative.** The Chairman of the Board, the County Manager and the Finance Director of the County, individually and collectively, are hereby designated as the County's representative to act on behalf of the County in connection with the transactions contemplated by the Instruments and the Preliminary Official Statement, and the Chairman of the Board, the County Manager and the Finance Director, individually and collectively, are authorized to proceed with the financing in accordance with the Instruments and to seek opinions as a matter of law from the County Attorney, which the County Attorney is authorized to furnish on behalf of the County, and opinions of law from such other attorneys for all documents contemplated hereby as required by law. The County's representative and/or designee or designees are in all respects authorized on behalf of the County to supply all information pertaining to the County for use in the Official Statement and the transactions contemplated by the Instruments or the Preliminary Official Statement. The County's representatives or their respective designees are hereby authorized, empowered and directed, individually and collectively, to do any and all other acts and to execute any and all other documents, which they, in their discretion, deem necessary and appropriate to consummate the transactions contemplated by the Instruments or the Preliminary Official Statement or as they deem necessary or appropriate to implement and carry out the intent and purposes of this Resolution and the on-going administration of the Instruments.

Section 7. **Severability.** If any section, phrase or provision of this Resolution is for any reason declared to be invalid, such declaration will not affect the validity of the remainder of the sections, phrases or provisions of this Resolution.

Section 8. **Repealer.** All motions, orders, resolutions and parts thereof, in conflict herewith are hereby repealed.

Section 9. **Effective Date.** This Resolution is effective on the date of its adoption.

ADOPTED this the 18th day of September, 2018.

John Welch, Chairman
Watauga County Board of Commissioners

ATTEST:

Anita J. Fogle, Clerk to the Board

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AGENDA ITEM 7:

COMMUNITY RECREATION CENTER MATTERS

B. Community Recreation Center update

MANAGER'S COMMENTS:

Mr. Chad Roberson, ClarkNexsen, will update the Board regarding the progress on the new community recreation center. The presentation is for information only; therefore no action is required.



Meeting Minutes

CLARK NEXSEN
 301 College Street, Suite 300
 Asheville, NC 28801
 P: 828.232.0608
 F: 828.232.1606

**Project: Watauga County
 Community Recreation Center**

Date: 08.28.2018

Comm #: 7308

**Purpose: Building Committee
 Review of GMP#1 and list of VE items**

Prepared by: DS

In Attendance:

Watauga County (WC):

Deron Geouque, County Manager
 Billy Kennedy, County Commissioner
 Perry Yates, County Commissioner
 Jimmy Hodges, County Commissioner
 Stephen Poulos, Director, Parks and Recreation
 John Forrest, Aquatics Director, Parks and Recreation
 Robert Marsh, Maintenance Director, Parks and Recreation
 Stephanie West, Professor, Department of Recreation Management and Physical Education, ASU
 Danny Norris, Chairman of Recreation Advisory Board

Harper General Contractors (H)

David Fey, Senior Project Manager
 Jeremy Smith, Senior Estimator

Clark Nexsen (CN):

Chad Roberson
 Eve Szentesi
 Dorothea Schulz

The purpose of the meeting was to review the updated pricing for GMP#1 and review Value Engineering options. Harper also provided information about the bid process and schedule. See attached budget tracker and presentation slides for reference.

Bid process

- For Phase I bids (100% packages) Harper contacted 106 contractors out of which 41 were prequalified and 24 contractors submitted bids.
- It is a sign of the current market that bid participation is a challenge
- Harper has made significant efforts to reach out to contractors for both prequalification and bid submittal
- Some contractors that had committed to bid withdrew right before bid opening.



Meeting Minutes

- For Phase II bids (all remaining packages) the current status is that 255 contractors were invited out of which currently 43 are prequalified. 60 contractors are currently committed to submit bids.
- Harper is working to increase the number of bidders with the goal to have 5 bidders prequalified and bidding by bid day. There are 24 to 25 bid packages.
- WC would like to see efforts to make bids more accessible for local bidders. WC asked that H review the bid packages for size to make sure smaller local companies can also bid the project. H will review which bid packages could be broken down further without creating complications for trades and accountability for portions of the work.
- WC suggested to post calls for pre-qualifications and bids in local building supply stores. H will advertise in these stores in addition to the advertisement they already have in local papers.
- WC asked about terms of negotiation between H and contractors whose bids were opened. H talked about their vetting process of the received bids and that any negotiation typically happens around scope reductions of the work.
- WC asked about possibility of re-bidding packages that only received one bid. H and CN said that while this is possible, that now a number is known and that there is always the possibility that the numbers come in even higher at the second bid.

Schedule

- H provided updated schedules
- Bids for Phase II:

10/05/2018	Harper receives 100% CD drawings
10/15/2018	Addendum #1 issued
10/22/2018	Addendum #2 issued
10/30/2018	opening of bids
11/30 2018	procurement of subcontracts
- Mobilization schedule:

9/10/2018	receive deep foundations shop drawings
9/17/2018	Demo Permit Approval
9/17/2018	DOI approval (pending deep foundation shop drawings)
9/18/2018	GMP approval
9/19/2018	Asbestos Abatement notice
10/02/2018	LGC Financial Approval
10/08/2018	Harper Mobilization (tentative)
- WC received permission to pave parking lot across Hunting Hills Lane as well as to built greenway connector from ASU parking lot between ballfields to street.
- ASU is scheduled to be moved out of existing buildings by 09/07/2018
- WC mentioned that cost savings could be achieved if we reduce to one sprinkler room. CN to follow up with Fire Marshall on whether that is an option.

Virtual reality tour of the model

- Harper set up a VR tour of the model for the client to experience.

Budget Tracker/ VE list



Meeting Minutes

- See attached budget tracker for standing of accepted, rejected and pending status as well as dollar values.
- Base building cost of budget tracker does not reflect the added 2% (about \$700K) owner contingency that is part of the overall project budget. This contingency was added to account for potential bid day price increases.
- Once bids are opened for the remaining packages the GMP will be conciliated.
- The following reflects discussion of the budget tracker items:
 - #1 Standard Accoustical B-Deck ILO Cellular Accoustic Deck.
This change will make nails from roofing installation visible on the exposed roof deck. The nails will be painted along with the deck. ACCEPTED
 - #2 Delete Tower from Project.
CN advised to return to this item at a later date or to make it an Alternate. PENDING
 - #3 Reduce sidewalks per Clark Nexsen sketch.
Changes per discussion w/ client 8/16/18. ACCEPTED.
 - #4 Delete 0" trough at entry of leisure pool and tile entry.
This item depends on feedback from Health Department. PENDING.
 - #5 Delete timing and scoring system from competition pool.
As per previous discussion, this item should remain in contract as is to facilitate issues of coordination and installation. REJECTED.
 - #6 Canal 3.5" Reveal dovetail deck ILO Canam Cellular Deck.
CN needs to vet this option further to ensure that profile doesn't negatively effect paintability of deck to ensure longevity of the coating in the corrosive natatorium environment. PENDING
 - #7 Haul Spoils to Watauga County Landfills.
JW Hampton, the only bidder for earthwork has not offered any reductions for this option. PENDING.
 - #8 Borrow Soil for fill to be provided by Watauga County from landfill stockpile.
JW Hampton has not offered any reductions. PENDING.
 - #9 Fully Captured Standard Curtainwall system ILO 2 sided SSG with fin profile.
CN is investigating whether a custom builder can supply the curtainwall portions at a reduced price. In prior projects that has been the case. CN to report back with more information. PENDING
 - #10 Brick Veneer ILO Stone Veneer on South elevation – target reduction 3000 sft.
Idea is to replace stone in less visible areas with brick. CN advises to either fully go with brick or to stay with stone veneer throughout. All stone areas are visible and changing only a portion is not recommended. WC did not prefer the brick option when presented earlier in the design. REJECTED.
 - #11 TPO Roofing ILO Standing Seam Roofing
There are concerns about appearance as well as integrity of TPO roofing. Additionally ToB Zoning



Meeting Minutes

requirements only allow TPO on flat portions of the roof. REJECTED.

#12 Eliminate Interior IPE Cladding including Lobby and Pool
Ipe accents are present in the lobby area as well as the pool spectator seating. WC is ok with removing the Ipe accents and replacing with paint and applicable wall construction and finish. These items can also be priced as an alternate. ACCEPTED

#13 Eliminate frit pattern on glass at natatorium.
Frit pattern is on glass to control glare and solar gain. Removing frit causes the glare to be an issue for spectators as well as visibility for life guards. REJECTED.

#14 Glass Spandrel Panels ILO Aluminum shadowbox panels.
This item is part of curtainwall review with custom contractor. PENDING.

#15 Delete Structural Steel overhang.
This concerns overhang on E side of pools. CN needs to evaluate option. H to provide information about cost reduction.

#16 Change curtainwall system at running track to storefront system.
This item is part of curtainwall review with custom contractor. PENDING.

#17 Reduce competition pool depth from 12' to 9'.
This would also eliminate the climbing wall. WC is opposed to eliminating the climbing wall. REJECTED.

#18 Reduce pool depth from 9' to 7'-0".
This would also eliminate the climbing wall and further reduce depth. WC is opposed to eliminating the climbing wall. Pool to remain as is. REJECTED.

#19 Eliminate the Climbing Wall
REJECTED.

#20 Eliminate running track crossover.
WC is opposed to reduce scope of running track. REJECTED.

#21 Eliminate running track on west side.
This would eliminate running track from 2 most E Gyms. REJECTED.

#22 Redesign cantilevered overhang seating at competition pool.
H is proposing to eliminate seating area altogether. WC wants to retain seating area for swim meets. REJECTED.

#23 Roof redesign for gyms.
Create single slope roof. Slope along cross sections of gyms with consistent 2:12 slope. This scheme would need to take required heights over courts into the equation. In addition Town of Boone UDO

Meeting Minutes



requires a certain amount of changes along the roof, which would require additional features. CN to study this possible condition. This scheme would require substantial redesign of the facility.

Project Cost Review

Watauga Community Recreation Center
Boone, NC
8/28/2018

Project SF: 96,148
Starting Budget = \$33,085,867
Revised Budget = \$32,937,626
Target Budget = \$29,800,000
Variance from Target \$3,137,626

ITEM	DESCRIPTION	VALUE	STATUS R, P, A	PENDING	ACCEPTED	REJECTED	TOTAL	COMMENTS
Starting Estimate							\$33,085,867	
1	Standard Acoustical B-Deck in Gym ILO Cellular Acoustic Deck	(\$88,239)	A	\$0	(\$88,239)	\$0	\$32,997,629	
2	Delete Tower From Project	(\$54,365)	P	(\$54,365)	\$0	\$0	\$32,997,629	
3	Reduce Sidewalks per Clark Nexsen Sketch	(\$14,533)	A	\$0	(\$14,533)	\$0	\$32,983,095	
4	Delete 0" trough at entry of leisure pool and add tile entry	(\$5,191)	P	(\$5,191)	\$0	\$0	\$32,983,095	
5	Delete timing and scoring system from Competition Pool	(\$38,410)	R	\$0	\$0	(\$38,410)	\$32,983,095	
6	Canam 3.5" Reveal dovetail deck ILO of Canam Cellular Deck	(\$76,819)	P	(\$76,819)	\$0	\$0	\$32,983,095	
7	Haul Spoils to Watauga County Landfill	TBD	P	TBD	\$0	\$0	\$32,983,095	
8	Borrow Soil for fill to be provided by Watauga County from landfill stockpile	TBD	P	TBD	\$0	\$0	\$32,983,095	
9	Fully Captured Standard Curtainwall system ILO 2 sided SSG with Fin profile	(\$58,357)	P	(\$58,357)	\$0	\$0	\$32,983,095	
10	Brick Veneer ILO Stone Veneer on South Elevation target reduction 3,000sf	(\$26,472)	R	\$0	\$0	(\$26,472)	\$32,983,095	
11	TPO Roofing ILO Standing Seam	TBD	R	\$0	\$0	TBD	\$32,983,095	
12	Eliminate Interior IPE Cladding including Lobby & Pool	(\$45,469)	A	\$0	(\$45,469)	\$0	\$32,937,626	
13	Eliminate Frit Glass Pattern at Natatorium	(\$10,900)	R	\$0	\$0	(\$10,900)	\$32,937,626	
14	Glass Spandrel Panels ILO Aluminum Shadowbox Panels	(\$6,748)	R	\$0	\$0	(\$6,748)	\$32,937,626	
15	Delete Structural Steel Overhang	TBD	P	TBD	\$0	\$0	\$32,937,626	
16	Change curtainwall system at running track to storefront system	(\$22,124)	P	(\$22,124)	\$0	\$0	\$32,937,626	
17	Reduce competition pool depth from 12' to 9'	(\$21,800)	R	\$0	\$0	(\$21,800)	\$32,937,626	

Project Cost Review

Watauga Community Recreation Center
Boone, NC
8/28/2018

Project SF: 96,148
Starting Budget = \$33,085,867
Revised Budget = \$32,937,626
Target Budget = \$29,800,000
Variance from Target \$3,137,626

ITEM	DESCRIPTION	VALUE	STATUS R, P, A	PENDING	ACCEPTED	REJECTED	TOTAL	COMMENTS
Starting Estimate							\$33,085,867	
18	Reduce depth of pool from 9' to 7'	(\$14,533)	R	\$0	\$0	(\$14,533)	\$32,937,626	
19	Eliminate the Climbing Wall	(\$36,504)	R	\$0	\$0	(\$36,504)	\$32,937,626	
20	Eliminate running track crossover	(\$56,180)	R	\$0	\$0	(\$56,180)	\$32,937,626	
21	Eliminate running track on west side	(\$188,502)	R	\$0	\$0	(\$188,502)	\$32,937,626	
22	Redesign cantilevered overhang seating at competition pool	TBD	P	TBD	\$0	\$0	\$32,937,626	
23	Roof design for Gym	TBD	P	TBD	\$0	\$0	\$32,937,626	
24		TBD	P	TBD	\$0	\$0	\$32,937,626	
25		TBD	P	TBD	\$0	\$0	\$32,937,626	
26		TBD	P	TBD	\$0	\$0	\$32,937,626	
27		TBD	P	TBD	\$0	\$0	\$32,937,626	
Revised Budget					(\$148,241)	(\$400,048)	\$32,937,626	

Watauga County Community Recreation Center Project Update

AUGUST 28, 2018

HARPER
GENERAL CONTRACTORS

More than anything, we build trust.





AGENDA

01

Trade Partner
Solicitation

02

Phase 2 Bid
Schedule

03

Mobilization
Update

04

Schedule of
Values

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Virtual
Reality

06

Budget
Tracker

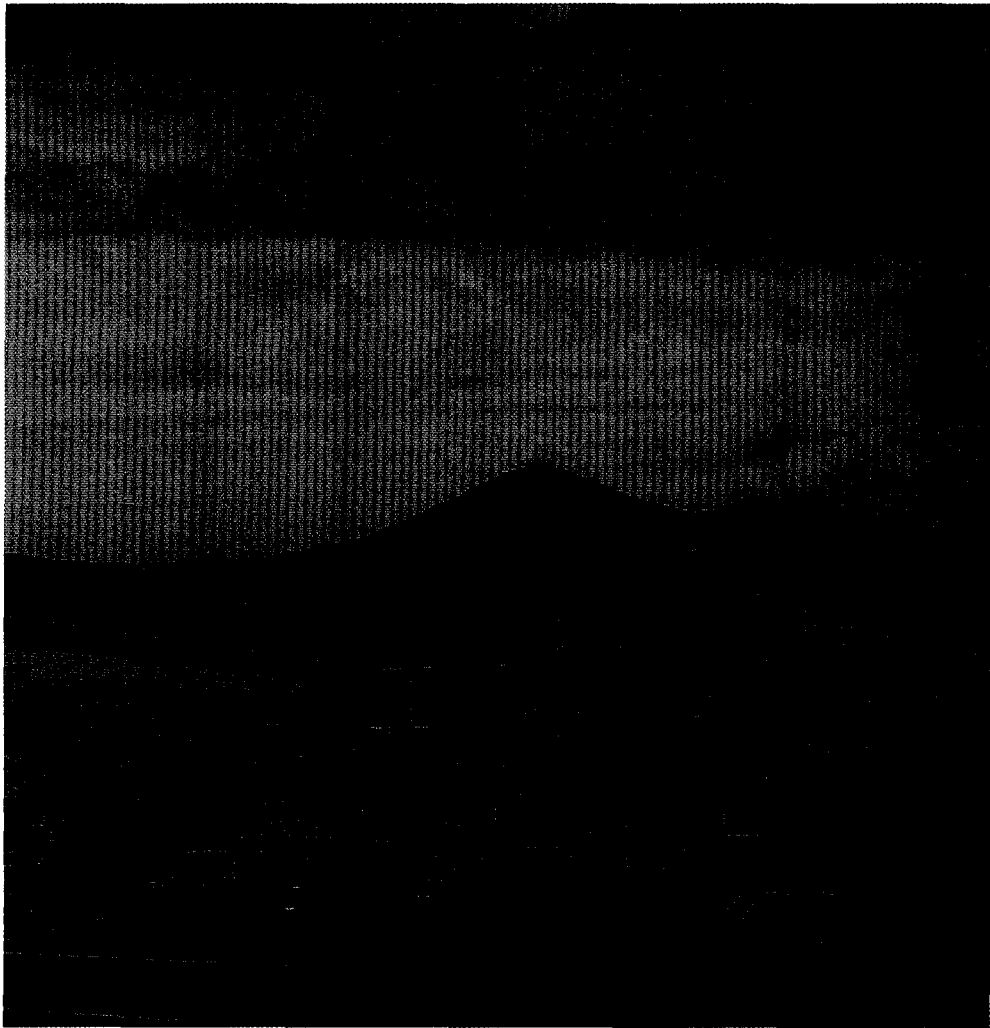
Trade Partner Solicitation

Phase 1

Bid Package	Description	No. of Trade Partners Invited	No. of Trade Partners Prequalified	No. of Bids Received
2a	Demolition	6	4	3
2b	Asbestos Abatement	6	4	3
3a	Concrete	11	6	5
4a	Below Grade Masonry	14	5	3
5a	Struct. And Misc. Steel	8	4	2
13a	Swimming Pools	7	3	2
14a	Elevators	5	3	1
31a	Grading	16	3	1
31c	Deep Foundations	13	5	2
32a	Paving, C&G	20	4	2
	Total:	106	41	24

| Trade Partner Solicitation

Phase 2	
No. of Trade Partners Invited	255
No. of Trade Partners Prequalified	43
No. of Bid Commitments	60





AGENDA

01

Trade Partner
Solicitation

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Phase 2 Bid
Schedule

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Reality

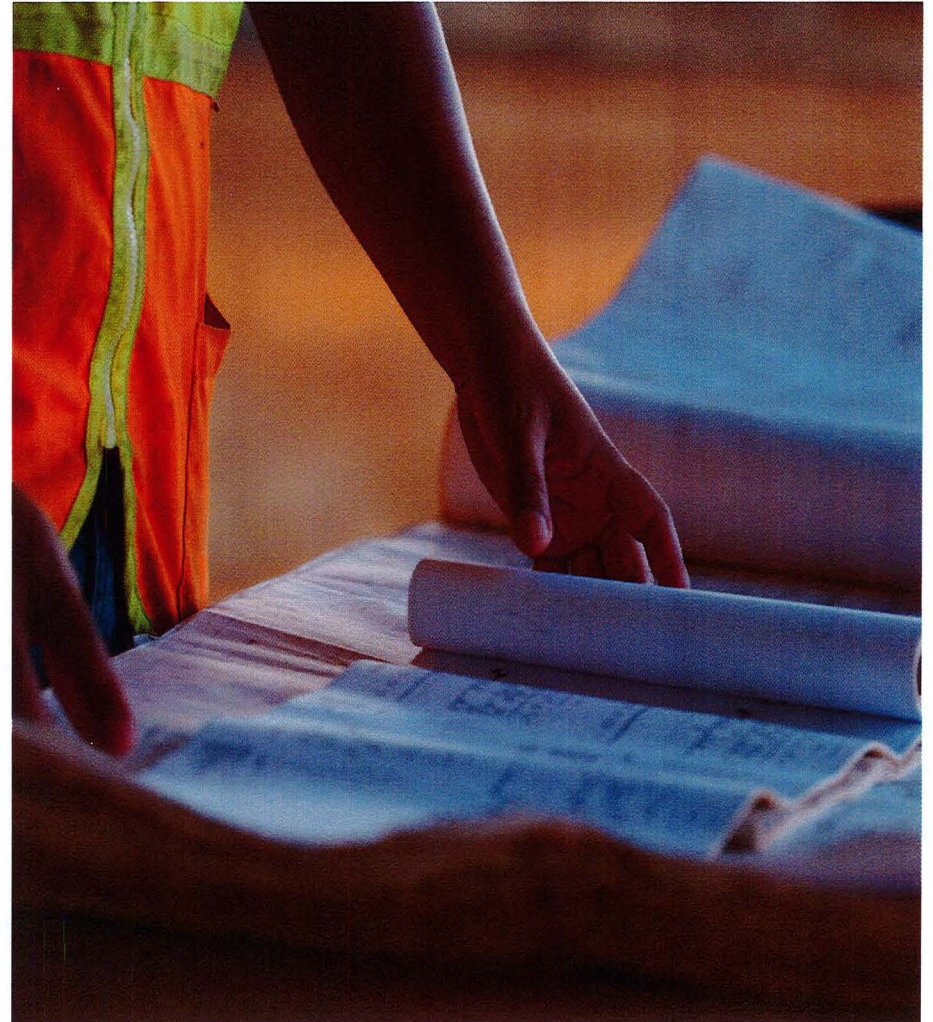
06

Budget
Tracker

PHASE 2 BID SCHEDULE

IMPORTANT DATES

- 9/14/18 – Prequalification Due
- 10/5/18 – 100% CD Drawings Released
- 10/15/18 – Addendum 1 Published
- 10/22/18 – Addendum 2 Published
- 10/30/18 – Phase 2 Formal Bid Opening
- 11/30/18 – Procurement of Subcontracts





AGENDA

01

Trade Partner
Solicitation

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Phase 2 Bid
Schedule

03

**Mobilization
Update**

04

Schedule of
Values

05

Virtual
Reality

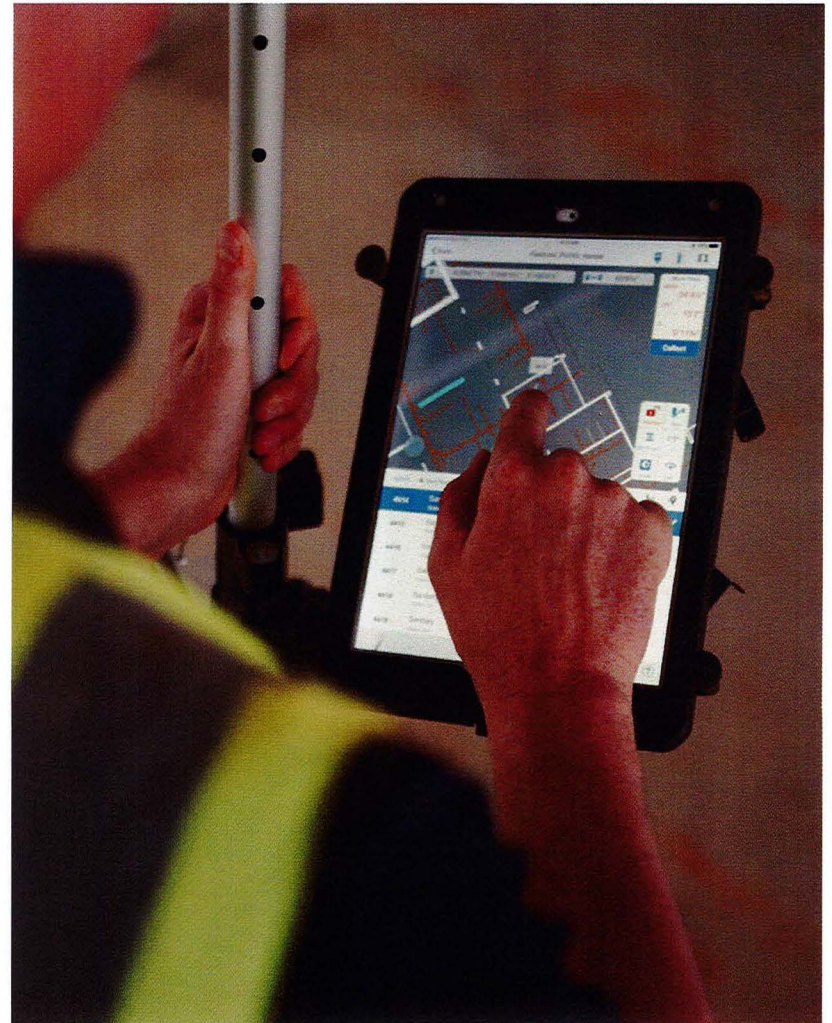
06

Budget
Tracker

MOBILIZATION UPDATE

IMPORTANT DATES

- 9/10/18 – Deep Foundation shop drawings
- 9/17/18 – Demolition Permit Approval
- 9/17/18 – DOI approval – pending foundation shop drawings
- 9/18/18 – GMP Review and Approval
- 9/19/18 – Asbestos Abatement notice sent
- 10/2/18 – LGC Financial Approval
- 10/8/18 – Tentative Harper Mobilization





AGENDA

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Budget
Tracker

HARPER | GENERAL CONTRACTORS

**Watauga County Recreation Center
75% Construction Documents Proposal
Cost Summary
August 28, 2018**

Description	SD Pricing	DD Pricing	75% GMP w VE	Variance
Site	\$ 4,182,989	\$ 3,205,100	\$ 3,680,304	\$ 475,203
Building	\$ 25,663,617	\$ 27,613,409	\$ 29,405,563	\$ 1,792,154
Total	\$ 29,846,606	\$ 30,818,509	\$ 33,085,867	\$ 2,267,358
	After VE	\$ 29,876,430	\$ 33,085,867	\$ 3,209,437



HARPER

GENERAL
CONTRACTORS

Watauga County Recreation Center
75% Construction Documents Proposal
Site Schedule of Values
August 28, 2018

Description	SD Pricing	DD Pricing	75% GMP w VE	Variance
Grading	\$ 899,088	\$ 1,014,135	\$ 1,450,028	\$ 435,893
Erosion Control	\$ 44,599	\$ 192,882	\$ 212,882	\$ 20,000
Soil Treatments	\$ 6,800	\$ 6,800	\$ 6,800	\$ -
Deep Foundations	\$ 1,311,750	\$ 522,373	\$ 430,535	\$ (91,838)
Asphalt Paving	\$ 574,067	\$ 435,893	\$ 494,733	\$ 58,840
Concrete Curb, Paving, Walks	\$ 343,571	\$ 283,659	\$ 207,063	\$ (76,596)
Temporary Fencing	\$ 57,805	\$ 57,805	\$ 57,805	\$ -
Ornamental Fencing		\$ 28,500	\$ 28,500	\$ -
Chain Link Fencing	\$ 6,598	\$ 4,650	\$ 4,650	\$ -
Landscaping	\$ 170,000	\$ 100,000	\$ 110,791	\$ 10,791
Grass Pave		\$ 19,050	\$ 20,250	\$ 1,200
Water Service	\$ 178,501	\$ 111,255	\$ 187,255	\$ 76,000
Sewer Service	\$ 137,701		\$ -	\$ -
Storm Drainage	\$ 109,326	\$ 193,434	\$ 266,434	\$ 73,000
	\$ 3,839,806	\$ 2,970,436	\$ 3,477,726	\$ 507,290
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Fee 3.75%	\$ 143,993	\$ 111,391	\$ 130,415	\$ 19,023
Contingency (reduced to 2%)	\$ 199,190	\$ 123,273	\$ 72,163	\$ (51,110)
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75% Construction Documents Proposal
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August 28 2018

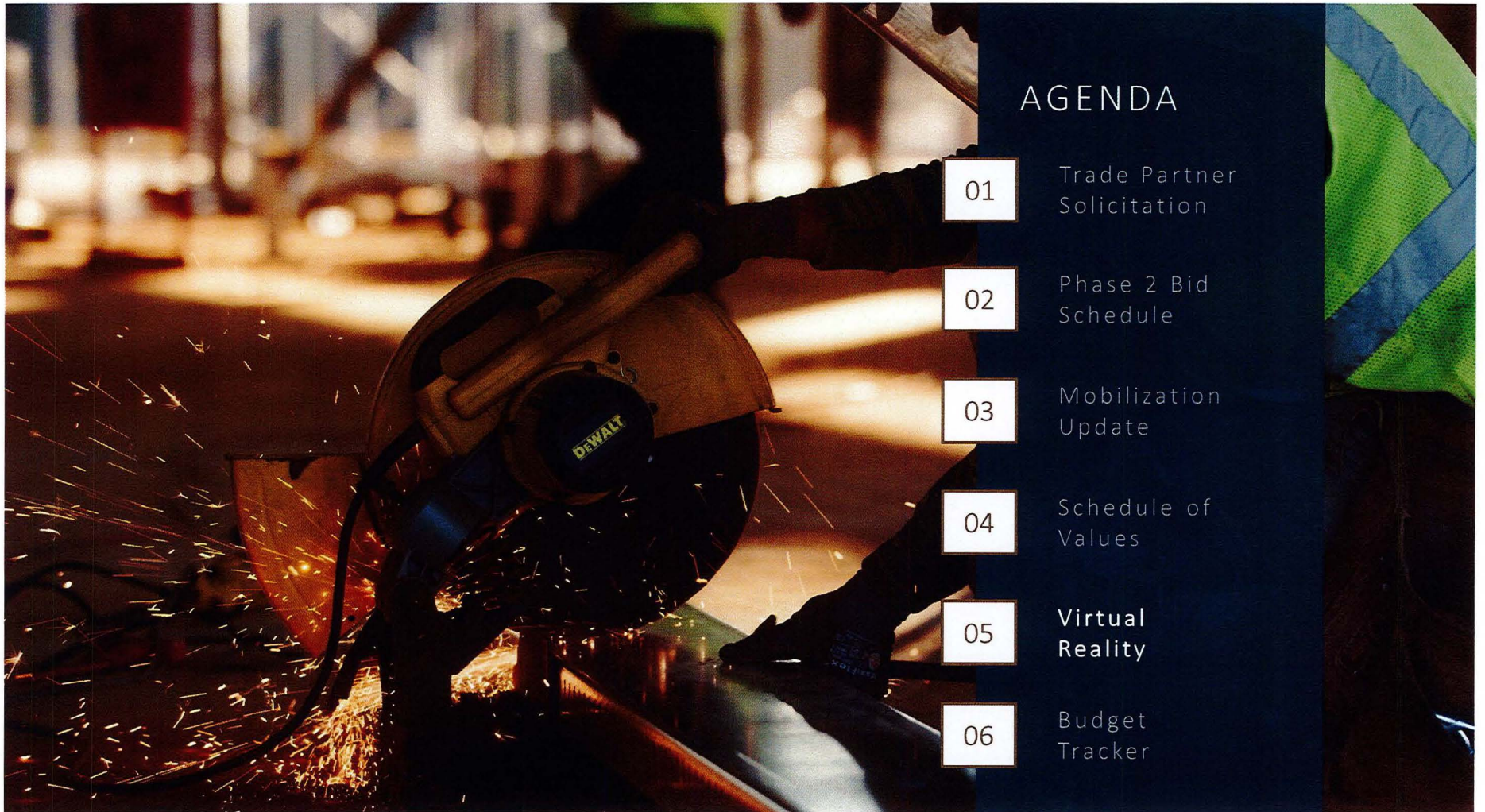
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Demolition	\$ 269,946	\$ 234,603	\$ 214,495	\$ (20,108)
Asbestos Abatement	\$ -	\$ -	\$ 14,000	\$ 14,000
Site Utility Demo Allowance	\$ 20,000	\$ 20,000	\$ -	\$ (20,000)
Concrete	\$ 1,500,962	\$ 1,186,684	\$ 1,403,394	\$ 216,710
Masonry	\$ 1,505,072	\$ 1,164,862	\$ 1,391,806	\$ 226,944
Structural Steel	\$ 3,118,132	\$ 4,716,755	\$ 6,001,692	\$ 1,284,937
Steel Detailing Allowance	\$ -	\$ -	\$ 20,000	\$ 20,000
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Casework	\$ 37,850	\$ 73,236	\$ 94,004	\$ 20,768
Interior IPE	\$ -	\$ 154,000	\$ 85,328	\$ (68,472)
Damproofing	\$ 8,550	\$ 17,100	\$ 26,103	\$ 9,003
Waterproofing	\$ 2,900	\$ 15,572	\$ 34,873	\$ 19,301
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GENERAL
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Watauga County Recreation Center
75% Construction Documents Proposal
Building Schedule of Values
August 28 2018

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Automatic Door Operator		\$ 8,800	\$ 8,800	\$ -
Drywall	\$ 597,755	\$ 998,095	\$ 1,114,694	\$ 116,599
Enhanced Wall Allowance	\$ 183,825	\$ -	\$ -	\$ -
Ceramic Tile	\$ 320,801	\$ 608,124	\$ 477,335	\$ (130,789)
Acoustical Ceilings	\$ 15,260	\$ 44,050	\$ 44,050	\$ -
Polished Conc. Bleachers	\$ 9,200	\$ -	\$ -	\$ -
Athletic Wood Flooring	\$ 342,653	\$ 276,964	\$ 304,953	\$ 27,989
Resilient Flooring & Carpet	\$ 194,787	\$ 218,453	\$ 218,565	\$ 112
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Turnstile Allowance	\$ 48,000	\$ 48,000	\$ -	\$ (48,000)
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Electrical	\$ 2,300,217	\$ 2,381,982	\$ 2,359,806	\$ (22,176)
	\$ 23,558,111	\$ 25,591,667	\$ 27,786,972	\$ 2,195,305
Fee 3.75%	\$ 883,429	\$ 959,688	\$ 1,042,011	\$ 82,324
Contingency (reduced to 2%)	\$ 1,222,077	\$ 1,062,054	\$ 576,579.67	\$ (485,475)
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AGENDA ITEM 7:**COMMUNITY RECREATION CENTER MATTERS*****C. Community Recreation Center GMP*****MANAGER'S COMMENTS:**

Mr. Roberson will present the Guaranteed Maximum Price as required by the contract and provide change order # 1 to Harper Corporation's existing contract for Board consideration. Change Order #1 for the GMP includes Clarifications, Schedule of Values, General Conditions Itemized Costs, weather assumptions, and Preliminary Project Schedule. Additionally, the Total Project Budget indicating budgetary items necessary for the successful completion of the project is included. These items specifically include an owner contingency, architectural and engineering fees, building permit fees, a bid contingency, special inspections budget, survey costs, technology/equipment budget, and finally a furniture, fixture and equipment budget.

The current GMP is \$32,937,626 with a total project budget of \$38,547,395.78. The difference between the Schematic total project budget and GMP is \$3,600,178.40. The board has two options to handle the increase. Option 1 is to reduce the scope of the project. Should the Board choose this option the only way to reduce the cost by \$3.6 million is delete two of the gyms and construct at a later date. This option would also reduce the walking track and will cost more to construct in the future. Option 2 would be to appropriate the additional funds necessary from the general fund balance. A \$3.6 million fund balance allocation would still leave the county with an unaudited fund balance in the range of 30%-33%.

Should the Board wish to proceed forward action is required to approve Change Order #1 with a GMP of \$32,937,626, bringing the total project budget to \$38,547,395.78 and appropriate \$3.6 million from the general fund balance to cover the increase in costs.



September 12, 2018

Watauga County Manager
814 West King Street
Suite 205
Boone, NC 28607

Attn: Mr. Deron Geouque
County Manager

RE: WATAUGA COMMUNITY AND RECREATION CENTER

Dear Mr. Geouque,

On behalf of our entire team, we are pleased to provide you with the attached information regarding the Recreation Center. In September of 2017, Watauga County entered into agreement with Harper Corporation to provide preconstruction and construction management services for the new Community and Recreation center. The preconstruction services are complete. As required by the contract, the Guaranteed Maximum Price shall be issued as a change order. Attached to this letter is Change Order #1 for the GMP that includes Clarifications, Schedule of Values, General Conditions Itemized Costs, weather assumptions, and Preliminary Project Schedule. Additionally, I am attaching the Total Project Budget indicating budgetary items necessary for the successful completion of the project. These items specifically include an owner contingency, architectural and engineering fees, building permit fees, a bid contingency, special inspections budget, survey costs, technology/equipment budget, and finally a furniture, fixture and equipment budget. All these items, in conjunction with the GMP are required for a complete project. Please review this data carefully and do not hesitate to contact us with any questions.

We look forward to presenting to the Commission on September 18, 2018. Contingent on their approval, we will prepare the Notice to Proceed and the project construction efforts will officially be underway.

Thank you and the Watauga County Staff for their assistance in making this project a continued success.

Sincerely,

CLARK NEXSEN

Chadwick S Roberson, AIA, LEED AP BD+C
Principal



301 College Street, Suite 300
Asheville, NC 28801
clarknexsen.com

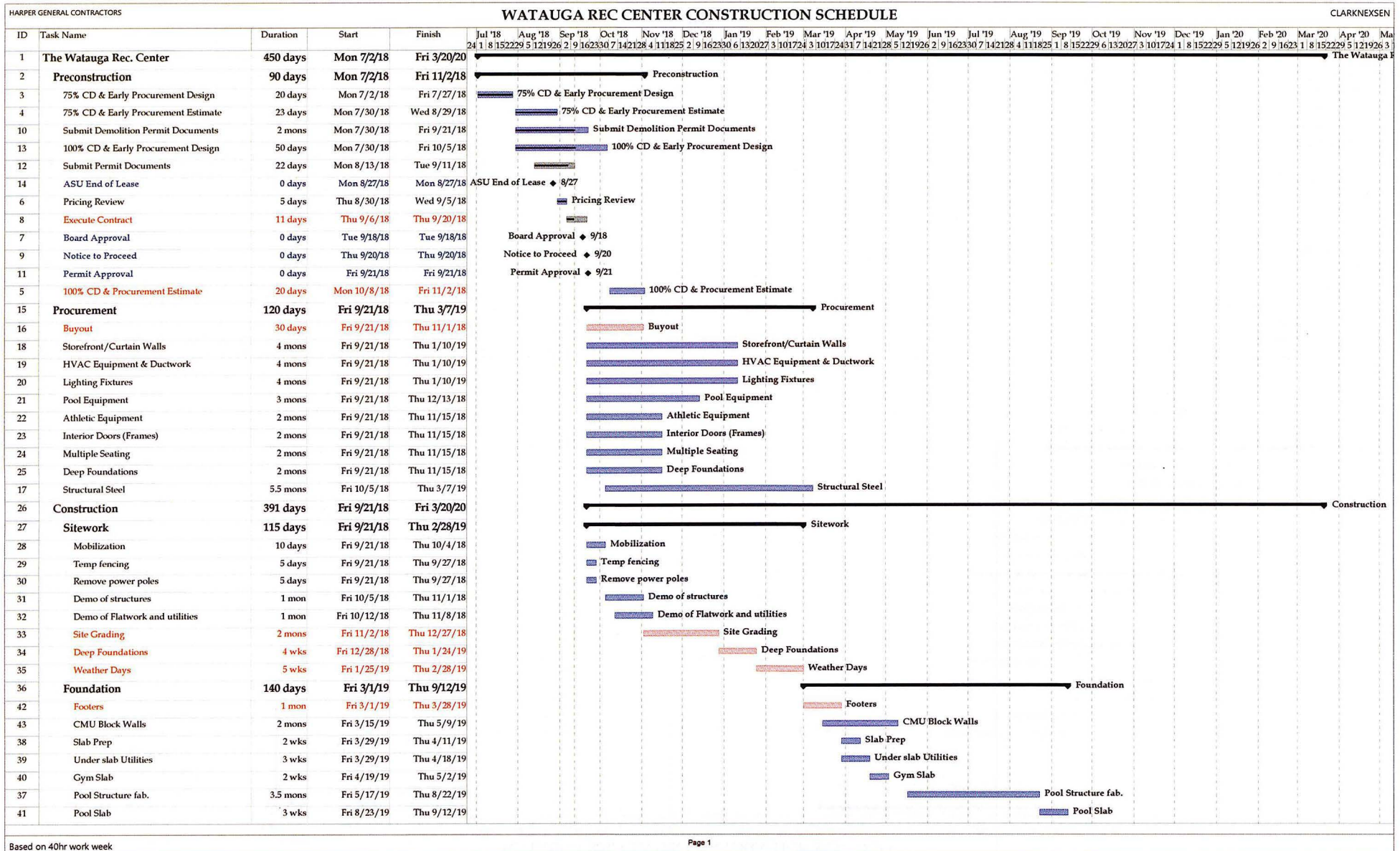
CLARK NEXSEN

GMP Budget Reconciliation - Watauga Recreation and Community Center						9/12/2018
	Concept budget	Schematic budget	GMP	Notes		
Estimate	\$ 29,574,339.20	\$ 31,664,964.00	\$ 32,937,626.00	includes 2% contractors contingency		
Less: budget considerations		\$ (1,921,686.00)				
Phase 1 - Clear and Prepare the Site						
Escalation-Assumed complete by spring of 2020						
Phase 2 - Construct the new Facility						
Phase 2 - Sitework						
Escalation-Assumed construction complete by spring of 2020						
Sub total						
Overhead and Profit						
Sub total						
Bonds and insurance						
Grand Total Construction costs	\$ 29,574,339.20	\$ 29,743,278.00	\$ 32,937,626.00	GMP number for September 18, 2018		
Owner Contingency	3.0%	\$ 887,230.18	\$ 892,298.34	\$ 988,128.78		
CM pre-con fee			\$ 97,500.00	\$ 97,500.00	already allocated	
permitting			\$ 210,216.00	\$ 210,216.00	possibly could be less	
AE fees			\$ 2,436,925.00	\$ 2,436,925.00	already allocated	
special inspectors(budget allocation)			\$ 250,000.00	\$ 250,000.00	this is a budget	
survey			\$ 20,000.00	\$ 20,000.00	already allocated	
Bid and soft cost contingency			\$ 390,000.00	\$ 700,000.00	Bid contingency	
Soft Cost at 11.8% of construction costs		\$ 3,579,234.40				
Technology/Equipment(budget allocation)		\$ 107,000.00	\$ 107,000.00	\$ 107,000.00	cabling, devices, wifi, etc.	
Furniture, fixture, equipment (budget allocation)		\$ 800,000.00	\$ 800,000.00	\$ 800,000.00	FFE	
Total Project costs	\$ 34,947,803.78	\$ 34,947,217.34	\$ 38,547,395.78			





Based on 40hr work week



Based on 40hr work week

DRAFT AIA® Document G701™ - 2001

Change Order

PROJECT <i>(Name and address):</i> Watauga County Community and Recreation Center 814 West King Street Suite 205 Boone, NC 28607	CHANGE ORDER NUMBER: 001 DATE: 9/12/18	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> The Harper Corporation- General Contractors 301 College Street Suite 140 Asheville, NC 28801	ARCHITECT'S PROJECT NUMBER: 7308 CONTRACT DATE: 9/1/17 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
 Guaranteed Maximum Price Schedule of Values
 Clarifications and Qualifications
 Allowable Weather Days Documentation
 General Conditions Weekly Cost Schedule

The original Contract Sum was
 The net change by previously authorized Change Orders
 The Contract Sum prior to this Change Order was
 The Contract Sum will be increased by this Change Order in the amount of
 The new Contract Sum including this Change Order will be

\$	97,500
\$	0.00
\$	97,500.00
\$	32,937,626
\$	<u>33,035,126.00</u>

The Contract Time will be increased by Five Hundred Forty (540) days.
 The date of Substantial Completion as of the date of this Change Order therefore is 3/20/18.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Clark Nexsen
ARCHITECT *(Firm name)*

 301 College Street, Suite 300
 Asheville, NC 28801
ADDRESS

BY *(Signature)*

 Chadwick S Roberson, AIA
(Typed name)

 9/18/18
DATE

Harper Corporation -General Contractors
CONTRACTOR *(Firm name)*

 301 College Street, Suite 140
 Asheville, NC 28801
ADDRESS

BY *(Signature)*

(Typed name)

DATE

Watauga County
OWNER *(Firm name)*

 814 West King Street
 Boone, NC 28607
ADDRESS

BY *(Signature)*

(Typed name)

DATE

HARPER

GENERAL CONTRACTORS

<u>Description</u>	<u>Cost Per Week</u>
Staffing	
Senior Project Manger	\$ 4,443.18
Project Manager	\$ 3,129.00
Project Engineer	\$ 2,001.07
Superintendent	\$ 3,576.00
Assitant Superintendent	\$ 2,793.75
Field Engineer	\$ 2,001.07
General Expenses	
Technology	\$ 578.00
Builders Risk and Insurances	\$ 179.40
AGC Fee	\$ 24.00
Procore Fee	\$ 198.00
Temporary Facilities	
Trailer	\$ 442.50
Toilets	\$ 177.50
Power	\$ 46.16
Water	\$ 17.00
Generator	\$ 150.00
Housing	\$ 3,600.00
Utilities	\$ 562.50
Per Diem	\$ 1,450.00
Vehicles	
Harper Vehicles	\$ 850.00
Fuel/Oil	\$ 412.50
Total Cost Per Week for General Conditions	\$ 26,631.63

HARPER | GENERAL CONTRACTORS

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75% Construction Documents Proposal
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August 28, 2018

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Total	\$ 25,663,617	\$ 27,613,409	\$ 29,272,138	\$ 1,658,729

SCHEDULE - WEATHER DAYS

Harper has developed the proposed construction schedule based on a 40-hour work week, allowing for an additional 2 days each week to serve as weather make-up days. Likewise, Harper has carried general conditions expenses in the proposed guaranteed maximum price based on this schedule. Due to unknown weather conditions Harper has compiled historical weather data to establish the plausible number of days each month where critical path construction activities will be delayed due to poor weather conditions with 8 days being the maximum weather days accounted for any given month. A "weather day" has been defined as any day lost due to adverse weather conditions such as rain accumulation (>0.1"), snow accumulation (>1"), high winds, low temperatures (maximum temperature below 35° F), and mud/saturated soil due to heavy rain or snow melt. Monthly averages of such weather conditions over the previous 5 years served as the basis of weather day calculations., Harper proposes the following allowable weather days based on historical data:

Month	# of Weather Days
January	8
February	8
March	8
April	4
May	6
June	6
July	6
August	4
September	4
October	4
November	6
December	8

More than anything, we build trust.

301 College St. | Suite 140 | Asheville, NC 28801 p 828.407.4800 f 828.407.4841

HarperGC.com

CLARIFICATIONS & QUALIFICATIONS

THE PARTIES AGREE THAT IN THE EVENT THE BIDS RECEIVED BY THE CM FOR THE WORK, INCLUDING ALL OF THE ALTERNATES ACCEPTED BY THE OWNER, PURSUANT TO ARTICLE 5.2 OF THIS AGREEMENT, EXCEED THE LINE ITEM IN THE GMP FOR THE COST OF THE WORK, THEN THE CM SHALL HAVE THE RIGHT TO TERMINATE THIS AGREEMENT. THE CM SHALL PROVIDE THE OWNER WITH NOTICE OF INTENT TO TERMINATE PURSUANT TO THIS PROVISION WITHIN FIFTEEN (15) DAYS OF THE CM'S RECEIPT OF BIDS FOR THE PROJECT. PRIOR TO A TERMINATION PURSUANT TO THIS PROVISION BECOMING EFFECTIVE, THE OWNER AND CM WILL REVIEW THE LIST OF ALTERNATES, OTHER MODIFICATIONS OR VALUE ENGINEERING REQUESTS IN ORDER TO DETERMINE WHETHER AN AGREEMENT CAN BE REACHED BETWEEN THE OWNER AND CM REGARDING A MODIFIED SCOPE OF WORK OR AN ADJUSTMENT TO THE GMP. IN THE EVENT AN AGREEMENT REGARDING THE MODIFIED SCOPE OF THE WORK AND/OR A REVISION TO THE GMP CANNOT BE REACHED WITHIN FIFTEEN (15) DAYS OF THE OWNER'S RECEIPT OF NOTICE OF INTENT TO TERMINATE PURSUANT TO THIS SECTION, THEN THE TERMINATION SHALL BECOME IMMEDIATELY EFFECTIVE.

Our 75% Construction Document proposal is in general accordance with the Clark Nexsen documents dated July 02, 2018 with the following exceptions and clarifications:

- 3D Revit model for Architectural takeoff

DIVISION 1 - General Conditions

Supervision

- Harper supervision including Senior Project Manager, Project Manager, Field Superintendent, Foreman based upon a (78) week construction schedule.

Temporary Facilities & Construction

- Temporary power and water usage costs. Assuming temporary construction power from power company overhead lines can be utilized
- Temporary Fire Extinguishers
- Temporary Protection
- Portable toilets
- Set up and breakdown jobsite office and storage trailer
- We have included a temporary construction fence around the perimeter of the building

Equipment

- Jobsite office and storage trailer Rental

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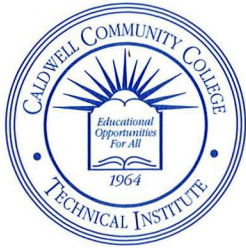
AGENDA ITEM 8:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Announcements

MANAGER'S COMMENTS:

The Trustees of Caldwell Community College & Technical Institute invites the Board of Commissioners to a meeting on Wednesday, September 19, 2018, at 6:00 P.M. at the Watauga Instructional Facility on Hwy 105 Bypass, Boone NC, in Room 112.



Caldwell Community College and Technical Institute

Office of the President



August 23, 2018

Mr. Deron Geouque
Watauga County Manager
814 West King Street, Suite 205
Boone, NC 28607

Dear Mr. Geouque:

The Trustees of Caldwell Community College and Technical Institute would like to schedule a joint meeting of the College Board of Trustees, and the Watauga County Commissioners on Wednesday, September 19, 2018 at 6:00 p.m. at the Watauga Instructional Facility on Hwy 105 By-pass, Room 112.

Please check the date and time with the commissioners and let my assistant, Donna Church know either by e-mail: dchurch@cccti.edu or phone: 828-726-2210, if September 19, 2018 at 6:00 p.m. will accommodate the commissioner's schedule. Since a meal will be provided, please let us know who will be attending by Monday, Sept. 10, 2018.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mark J. Poarch".

Mark J. Poarch, Ed.D.
President

Cc: John Welch, Chairman
Watauga County Commissioners

2855 Hickory Blvd., Hudson, NC 28638 • 828.726.2210
Email: mpoarch@cccti.edu • Fax: 828.726.2300 • www.cccti.edu

AGENDA ITEM 9:

PUBLIC COMMENT

AGENDA ITEM 10:

BREAK

AGENDA ITEM 11:

CLOSED SESSION

Attorney/Client Matters – G. S. 143-318.11(a)(3)
Land Acquisition – G. S. 143-318.11(a)(5)(i)