

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

**MONDAY, JUNE 6, 2016
8:30 A.M.**

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

TIME	#	TOPIC	PRESENTER	PAGE
8:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: May 17, 2016, Regular Meeting May 17, 2016, Closed Session		1
	3	APPROVAL OF THE JUNE 6, 2016, AGENDA		9
8:35	4	RIVER'S WALK PRESENTATION	MR. TUCKER DEAL	11
8:40	5	JUVENILE CRIME PREVENTION COUNCIL (JCPC) FY 2017 CERTIFICATION, MEMBERSHIP, AND COUNTY PLAN	MS. PAN ADAMS- MCCASLIN	15
8:45	6	SMOKY MOUNTAIN CENTER'S COMMUNITY REINVESTMENT PLAN	MS. SHELLY FOREMAN	59
8:50	7	PROPOSED PROCLAMATION FOR ELDER ABUSE AWARENESS DAY	MS. BETSY RICHARDS MS. ANGIE BOITNOTTE	103
8:55	8	REQUEST TO ACCEPT 2016 COMMUNITY WASTE REDUCTION AND RECYCLING GRANT	MS. HEATHER BOWEN	109
9:00	9	MAINTENANCE MATTERS	MR. ROBERT MARSH	
		A. Bid Award Request for Detention Center Floor Recoating		137
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9:05	10	TAX MATTERS	MR. LARRY WARREN	
		A. Monthly Collections Report		145
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9:10	11	FINANCE MATTERS	MS. MARGARET PIERCE	
		A. Budget Amendments		153
		B. Proposed Irrevocable Trust Agreement for Law Enforcement Officers' Special Separation Allowance		157
		C. Proposed Agreement with Town of Beech Mountain Fire		171
9:15	12	PROPOSED AMENDMENTS TO AN ORDINANCE TO REGULATE LOUD DISTURBING NOISE AND ACTIVITIES	COMMISSIONER YATES	175
9:20	13	ADOPTION OF THE FISCAL YEAR 2017 BUDGET ORDINANCE	MR. DERON GEOUQUE	179

TIME	#	TOPIC	PRESENTER	PAGE
9:25	14	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
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10:35	17	CLOSED SESSION		208
		Attorney/Client Matters – G. S. 143-318.11(a)(3)		
		Economic Development – G. S. 143-318.11(a)(4)		
		Personnel Matters – G. S. 143-318.11(a)(6)		
11:00	18	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

May 17, 2016, Regular Meeting

May 17, 2016, Closed Session

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, MAY 17, 2016**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, May 17, 2016, at 5:30 P.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: Jimmy Hodges, Chairman
David Blust, Vice-Chairman
Billy Kennedy, Commissioner
John Welch, Commissioner
Perry Yates, Commissioner
Austin Eggers, County Attorney
Deron Geouque, County Manager
Anita J. Fogle, Clerk to the Board

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

Chairman Hodges called the meeting to order at 5:31 P.M.

APPROVAL OF MINUTES

Chairman Hodges called for additions and/or corrections to the May 3, 2016, regular meeting and closed session minutes as well as the May 11, 2016, and May 12, 2016, special meeting minutes.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to approve the May 3, 2016, regular meeting minutes as presented.

VOTE: Aye-5
Nay-0

Vice-Chairman Blust, seconded by Commissioner Yates, moved to approve the May 3, 2016, closed session minutes as presented.

VOTE: Aye-5
Nay-0

Vice-Chairman Blust, seconded by Commissioner Yates, moved to approve the May 11, 2016, special meeting minutes as presented.

VOTE: Aye-5
Nay-0

Vice-Chairman Blust, seconded by Commissioner Yates, moved to approve the May 12, 2016, special meeting minutes as presented.

VOTE: Aye-5
Nay-0

APPROVAL OF AGENDA

Chairman Hodges called for additions and/or corrections to the May 17, 2016, agenda.

Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the May 17, 2016, agenda as presented.

VOTE: Aye-5
Nay-0

REQUEST TO SUBMIT FULL APPLICATION TO THE 2017 FEDERAL RECREATIONAL TRAILS PROGRAM

At the last Board meeting, staff updated the Board regarding the recently submitted pre-application for the Middle Fork Greenway that was reviewed by the North Carolina Trails Committee on March 4, 2016. The pre-application has been reviewed and the County had been invited to submit a full application which is due by May 27, 2016.

Mr. Joe Furman stated that, upon further review, it would be prudent for the County to wait and apply for a larger grant coming available next year. The Board agreed.

Ms. Anne Browning, part-time Project Director for the Blue Ridge Conservancy, stated that she and Walter Clark, President, had anticipated a time when a full-time director would be needed. Ms. Browning introduced Ms. Wendy Patoprsty as the new Project Director. Ms. Patoprsty, former Cooperative Extension employee, thanked the Board for the support she received in the past and the continued support she anticipated in the future.

BOONE RURAL FIRE SERVICE DISTRICT BUDGET MATTERS

Chairman Hodges stated that the Board had invited Mr. Jimmy Isaacs, Boone Fire Department Chief, to present information regarding the proposed fire tax rate increase for the Boone Rural Fire Service District. Chief Isaacs stated that, if approved, funds received from the one percent fire tax increase would be set-aside in Capital Reserve for construction of an additional station along with the purchase of equipment for that station.

HOSPITALITY HOUSE BUDGET MATTERS

Chairman Hodges stated that the Board had invited Ms. Tina Krause, Hospitality Director, to present information and answer questions regarding operations and services. Ms. Krause shared their End-of-the-Year Report from 2015 and information regarding the services offered including

the vetting process for new clients. Ms. Krause stated that the Hospitality House serves a seven county region as mandated by HUD. The Northwest Region includes Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey. Alleghany, Mitchell, and Yancey counties make up 1% of those served by Hospitality House with Ashe County at 18%, Avery County at 7%, and Wilkes County at 16%. Watauga County makes up the remainder of those served. Ms. Krause stated that without the HUD designation including the seven County service area certain federal funding would not be available.

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE FY 2017 PROPOSED BUDGET FOR ECONOMIC DEVELOPMENT

A public hearing was held to allow citizen comment on the proposed FY 2017 Budget for Economic Development.

Chairman Hodges called the public hearing to order at 6:07 P.M.

There was no public comment.

Chairman Hodges closed the public hearing at 6:07 P.M.

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE FY 2017 PROPOSED BUDGET

A public hearing was held to allow citizen comment on the proposed FY 2017 Budget.

Chairman Hodges called the public hearing to order at 6:07 P.M.

The following shared comments:

Mr. Clyde Burleson, representing Southern Appalachian Historical Society
 Mr. Carson Sailor, representing Southern Appalachian Historical Society
 Mr. Billy Ralph Winkler, representing Southern Appalachian Historical Society
 Ms. Melissa Selby, representing Community Care Clinic
 Rev. Ted Henry, representing Hospitality House

Chairman Hodges closed the public hearing at 6:20 P.M.

County Manager Geouque reviewed updates made since the proposed budget was presented which include an increase in funding to the Children's Playhouse of \$1,233 and an allocation of \$2,500 to W.A.M.Y. Community Action, Inc. The County Manager stated that the Boone Rural Fire District's tax rate increase would be included as well as an allocation for Hospitality House. The County Manager stated that the budget would be presented at the next meeting for consideration of approval.

PROPOSED MEMORANDUM OF UNDERSTANDING WITH THE TOWN OF BEECH MOUNTAIN

Mr. Jeff Virginia, Emergency Services Director, presented a Memorandum of Understanding (MOU) with the Town of Beech Mountain to house the Town's back-up 911 server in the event that their current location is rendered inoperable. This is a similar agreement the County and the Town have regarding the back-up of the County's 911 system. Mr. Virginia stated that there was no cost to the County as we were only providing space. County Manager Geouque stated that the agreement was in perpetuity.

Vice-Chairman Blust, seconded by Commissioner Welch, moved to approve the Memorandum of Understanding with the Town of Beech Mountain as presented by Mr. Virginia.

VOTE: Aye-5
Nay-0

PROJECT ON AGING PROPOSED ALLOCATION OF PROJECTED FY 2017 HOME & COMMUNITY CARE BLOCK GRANT (H&CCBG) FUNDS

Ms. Angie Boitnotte requested the acceptance of the proposed allocation of \$264,283 in Home and Community Care Block Grant (H&CCBG) funds for FY 2017. The required local match is \$29,365 and is present in the Project on Aging's FY 2017 requested budget. Ms. Boitnotte stated that the H&CCBG Committee recommended the funds be allocated as follows:

H&CCBG Service	H&CCBG Allocation	Local Match
In-Home Aide	\$124,723	\$13,858
Congregate Meals	\$44,442	\$4,938
Home Delivered Meals	\$79,320	\$8,814
Transportation	\$15,798	\$1,755
Totals	\$246,283	\$29,365

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to accept the projected allocation in the amount of \$264,283 in Home and Community Care Block Grant funds for FY 2017 and to approve the local match in the amount of \$29,365.

VOTE: Aye-5
Nay-0

VEHICLE BID AWARD REQUEST

County Manager Geouque stated that bids were recently solicited for a 2016 Subaru Forester. The following three bids were received:

Modern Subaru of Boone	\$23,931
Jim Armstrong Subaru Hickory	\$23,057
Prestige Subaru in Asheville	\$26,583

Jim Armstrong Subaru submitted the lowest responsive bid in the amount of \$23,057.00. With taxes and the tag the total is \$23,754.07. The vehicle is to replace the 2008 Ford Escape that experienced transmission issues. The vehicle purchase was discussed at the budget work session and is one of the two vehicles that were requested to be replaced in the Fiscal Year 2016-2017 budget. Once the budget is adopted an additional vehicle request will be forthcoming.

Commissioner Yates, seconded by Commissioner Kennedy, moved to award the bid to Jim Armstrong Subaru in the amount of \$23,754.07, which includes taxes and tag.

VOTE: Aye-5
Nay-0

FINANCE MATTERS

A. Smoky Mountain Quarterly Report

Ms. Margaret Pierce, Finance Director, presented the Smoky Mountain Center Quarterly Financial Report as required by Statute. No action was required.

B. FY 2016 Juvenile Crime Prevention Council (JCPC) Revised Funding Allocation

Ms. Margaret Pierce presented a Juvenile Crime Prevention Council (JCPC) revised funding allocation for Fiscal Year 2016. The Department of Public Safety has awarded discretionary funds in the amount of \$20,615 to the WYN Youth Resource Center for the purchase of a vehicle to assist in providing transportation. Ms. Pierce stated that WYN will be providing the required cash match of \$6,185.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to approve the Juvenile Crime Prevention Council (JCPC) budget allocation as presented.

VOTE: Aye-5
Nay-0

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. NCDOT Agreement for Paving at the New Ambulance Base

County Manager Geouque stated that the North Carolina Department of Transportation (NCDOT) provides funding for the pavement of emergency services facilities. Funds were used through this process for the new Meat Camp Fire Station. Staff requested the funding for paving at the new medic base station. The maximum allowed reimbursement is \$25,000. Initial pavement estimates came in at \$30,000.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the agreement with the North Carolina Department of Transportation as presented.

VOTE: Aye-5
Nay-0

B. Proposed Renewal of ASU Greenhouse Lease

County Manager Geouque stated that at the a previous Board meeting, preliminary approval was given to extend the lease with the Appalachian State University Foundation for the greenhouse located at the Watauga County Landfill. Foundation representatives requested the extension be for a three (3) year period.

Property owned by the County may be leased or rented for such terms and upon such conditions as the Board may determine, for up to ten (10) years. Property may be rented or leased only pursuant to a resolution of the Board authorizing the execution of the lease or rental agreement adopted at a regular Board meeting upon 10 days' public notice. Notice shall be given by publication describing the property to be leased or rented, stating the annual rental or lease payments, and announcing the Board's intent to authorize the lease or rental at its next regular meeting. The County Manager presented a resolution authorizing the lease of the property.

Commissioner Yates, seconded by Commissioner Kennedy, moved to adopt the resolution authorizing the lease of the property.

VOTE: Aye-5
Nay-0

C. Boards and Commissions

Watauga County Board of Adjustment

County Manager Geouque stated that Ms. Janet Beck has resigned from the Board of Adjustment. Her 3-year term was set to expire in November. She is an at-large appointee. The Commissioners have the option of appointing someone to finish the term or to make a new 3-year appointment that would expire in November, 2019. No applications have been received.

D. Announcements

County Manager Geouque announced the following:

- The Trustees of Caldwell Community College & Technical Institute invite the Board of Commissioners to a meeting on Wednesday, May 18, 2016, at 6:00 P.M. at the Occupational Training Facility on Hwy 105 Bypass, Boone, NC in Room 106.
- The Military Officers Association of America's 8th Annual Memorial Day Program will be held at Boone Mall on Monday, May 30, 2016, with the ceremony commencing at 10:30 A.M. Please see the invitation for more details.
- A Primary Election is scheduled for June 7 and the Board Room is an official polling site. Therefore, the first meeting in June will need to be rescheduled.

By consensus, the Board rescheduled the first meeting in June to be held on June 6, 2016, at 8:30 A.M.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION

At 6:37 P.M., Commissioner Kennedy, seconded by Commissioner Welch, moved to enter Closed Session to discuss Land Acquisition, per G. S. 143-318.11(a)(5)(i).

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Yates, moved to resume the open meeting at 7:04 P.M.

VOTE: Aye-5
Nay-0

ADJOURN

Commissioner Kennedy, seconded by Commissioner Welch, moved to adjourn the meeting at 7:04 P.M.

VOTE: Aye-5
Nay-0

Jimmy Hodges, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

AGENDA ITEM 3:

APPROVAL OF THE JUNE 6, 2016, AGENDA

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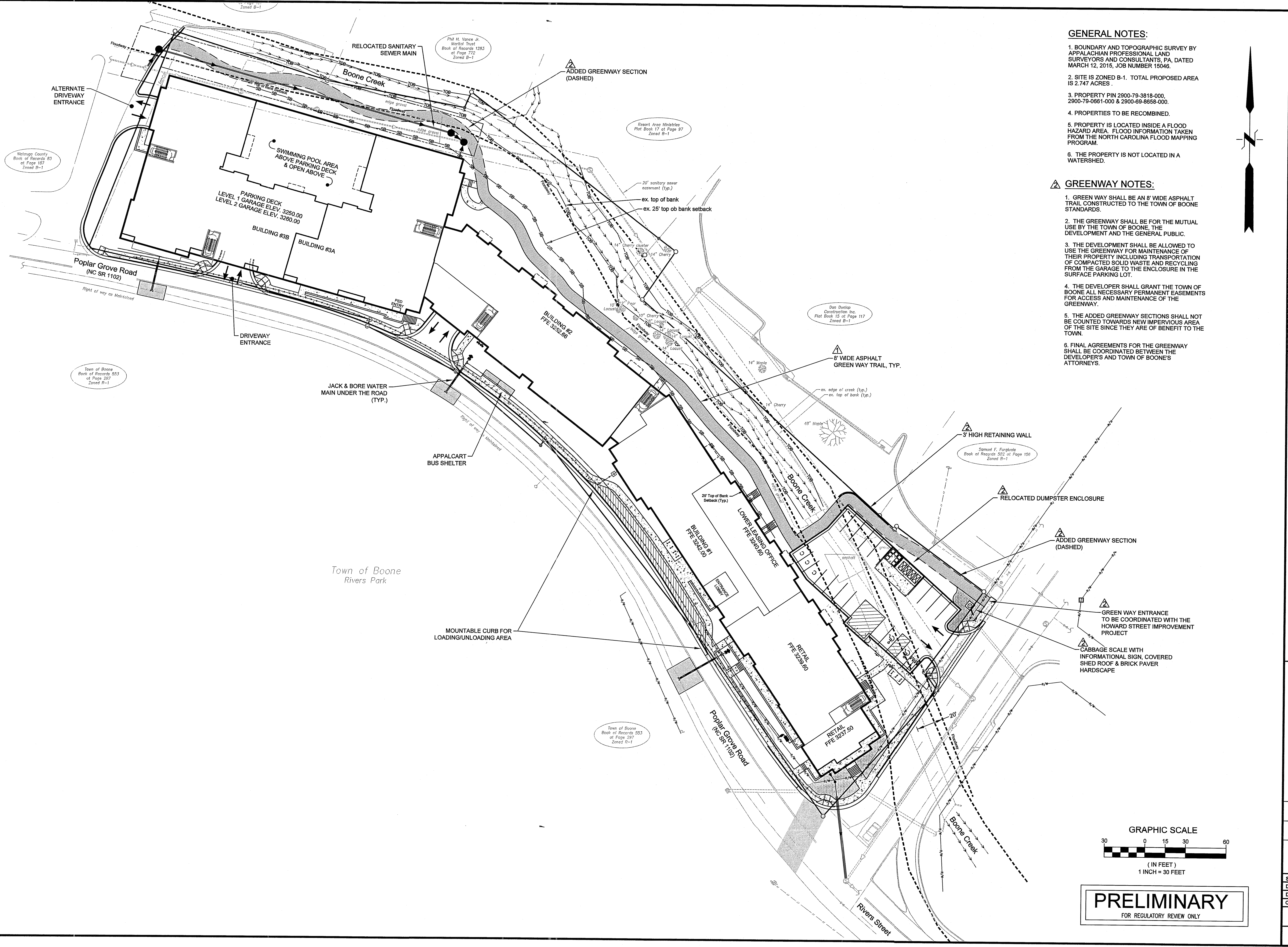
AGENDA ITEM 4:

RIVER'S WALK PRESENTATION

MANAGER'S COMMENTS:

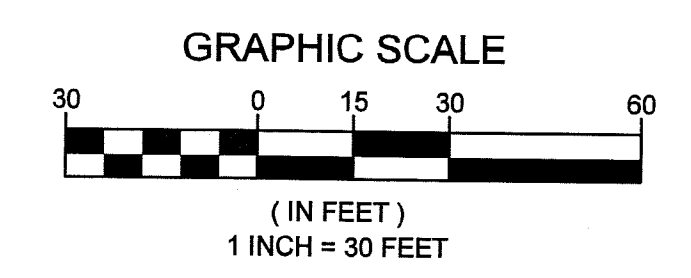
The developers of the River's Walk project will present a general site plan for the project. The plan shows the potential for access to the project through County owned property. At this time, staff believes the presentation is for information only; however the developer is likely gauging the County's reaction to allowing access through County property. Staff is currently reviewing the potential impact and will provide the findings at the meeting.

The developers will be present to answer any questions.



- GENERAL NOTES:**
1. BOUNDARY AND TOPOGRAPHIC SURVEY BY APPALACHIAN PROFESSIONAL LAND SURVEYORS AND CONSULTANTS, PA, DATED MARCH 12, 2015, JOB NUMBER 15046.
 2. SITE IS ZONED B-1. TOTAL PROPOSED AREA IS 2.747 ACRES.
 3. PROPERTY PIN 2900-79-3818-000, 2900-79-0661-000 & 2900-69-8658-000.
 4. PROPERTIES TO BE RECOMBINED.
 5. PROPERTY IS LOCATED INSIDE A FLOOD HAZARD AREA. FLOOD INFORMATION TAKEN FROM THE NORTH CAROLINA FLOOD MAPPING PROGRAM.
 6. THE PROPERTY IS NOT LOCATED IN A WATERSHED.

- GREENWAY NOTES:**
1. GREEN WAY SHALL BE AN 8' WIDE ASPHALT TRAIL CONSTRUCTED TO THE TOWN OF BOONE STANDARDS.
 2. THE GREENWAY SHALL BE FOR THE MUTUAL USE BY THE TOWN OF BOONE, THE DEVELOPMENT AND THE GENERAL PUBLIC.
 3. THE DEVELOPMENT SHALL BE ALLOWED TO USE THE GREENWAY FOR MAINTENANCE OF THEIR PROPERTY INCLUDING TRANSPORTATION OF COMPACTED SOLID WASTE AND RECYCLING FROM THE GARAGE TO THE ENCLOSURE IN THE SURFACE PARKING LOT.
 4. THE DEVELOPER SHALL GRANT THE TOWN OF BOONE ALL NECESSARY PERMANENT EASEMENTS FOR ACCESS AND MAINTENANCE OF THE GREENWAY.
 5. THE ADDED GREENWAY SECTIONS SHALL NOT BE COUNTED TOWARDS NEW IMPERVIOUS AREA OF THE SITE SINCE THEY ARE OF BENEFIT TO THE TOWN.
 6. FINAL AGREEMENTS FOR THE GREENWAY SHALL BE COORDINATED BETWEEN THE DEVELOPER'S AND TOWN OF BOONE'S ATTORNEYS.



PRELIMINARY
FOR REGULATORY REVIEW ONLY

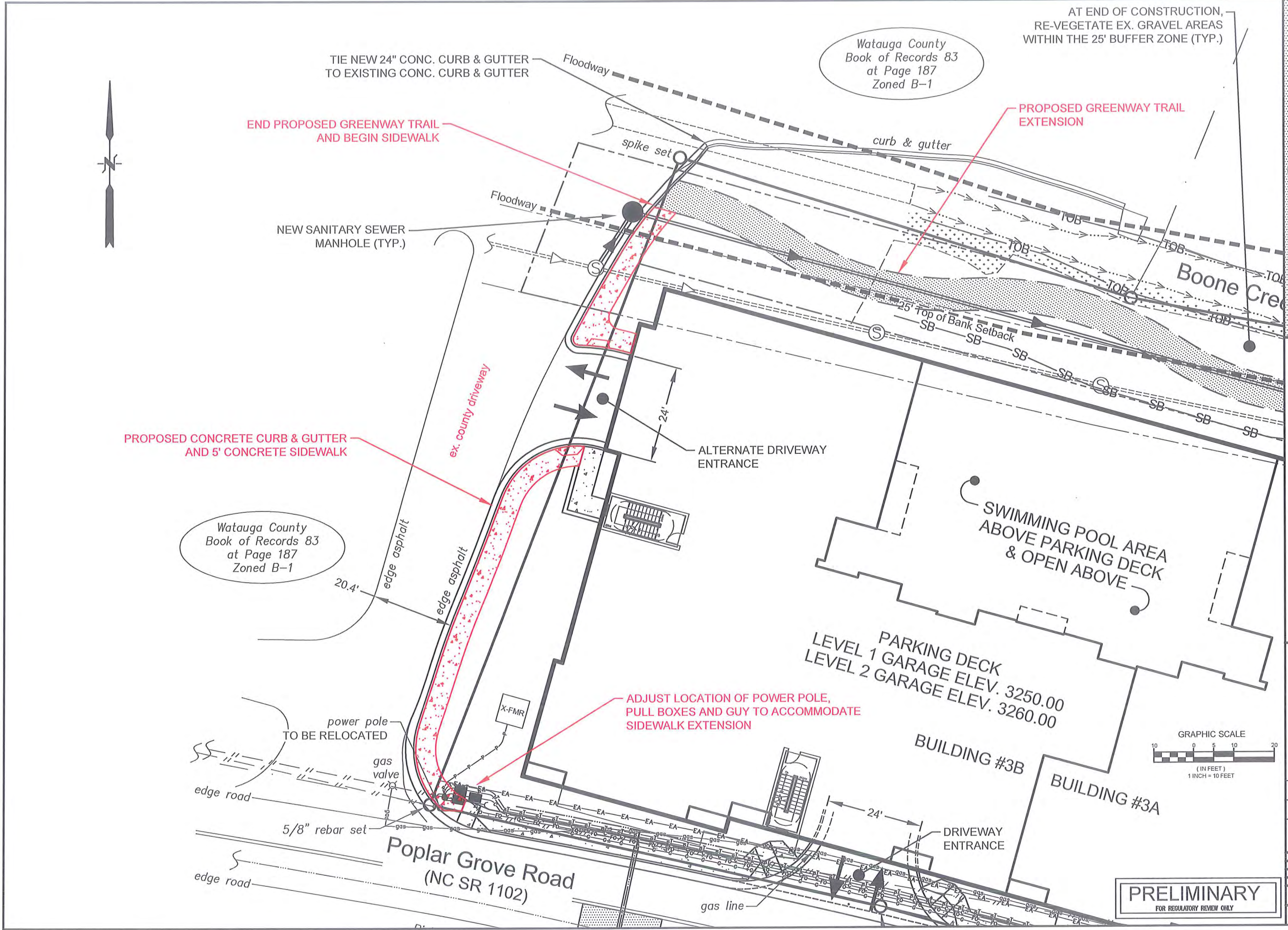
Municipal Services
Engineering Company, P.A.
P.O. BOX 349 BOONE, N.C. 28607
(828) 262-1767
LICENSE NUMBER: C-0281

**RIVERS WALK
McKINLEY BOONE, LLC
WATER STREET & POPLAR GROVE ROAD
BOONE, NORTH CAROLINA**

REVISIONS TO SURFACE LOT & GREENWAY	DATE	BY	DESCRIPTION
5-23-16	AJC		GREENWAY INFORMATION ADDED
3-25-16	AJC		

OVERALL SITE PLAN

SCALE: 1" = 30'
DATE: 2-25-16
DRWN. BY: EGT
CHKD. BY: AJC
PROJECT NUMBER: B13057.3
DRAWING NO.: C-4
SHEET NO.: 4 OF 14



AT END OF CONSTRUCTION, RE-VEGETATE EX. GRAVEL AREAS WITHIN THE 25' BUFFER ZONE (TYP.)

Watauga County Book of Records 83 at Page 187 Zoned B-1

TIE NEW 24" CONC. CURB & GUTTER TO EXISTING CONC. CURB & GUTTER

END PROPOSED GREENWAY TRAIL AND BEGIN SIDEWALK

PROPOSED GREENWAY TRAIL EXTENSION

NEW SANITARY SEWER MANHOLE (TYP.)

PROPOSED CONCRETE CURB & GUTTER AND 5' CONCRETE SIDEWALK

Watauga County Book of Records 83 at Page 187 Zoned B-1

ALTERNATE DRIVEWAY ENTRANCE

SWIMMING POOL AREA ABOVE PARKING DECK & OPEN ABOVE

PARKING DECK LEVEL 1 GARAGE ELEV. 3250.00 LEVEL 2 GARAGE ELEV. 3260.00

ADJUST LOCATION OF POWER POLE, PULL BOXES AND GUY TO ACCOMMODATE SIDEWALK EXTENSION

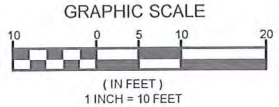
power pole TO BE RELOCATED

Poplar Grove Road (NC SR 1102)

BUILDING #3B

BUILDING #3A

DRIVEWAY ENTRANCE



PRELIMINARY FOR REGULATORY REVIEW ONLY

Engineering Company, P.A.
Municipal Services
 300 SOUTH CAROLINA, N.C. 27601
 (817) 775-5583
 LICENSE NUMBER: C-003

RIVERS WALK
McKINLEY BOONE, LLC
WATER STREET & POPLAR GROVE ROAD
BOONE, NORTH CAROLINA

DATE	REV.	DESCRIPTION
		PROPOSED SIDEWALK EXTENSION ON WATAUGA COUNTY PROPERTY

SCALE: 1" = 10'
 DATE: 5-26-16
 DRWN. BY: EGT
 CHKD. BY: AJC
 PROJECT NUMBER: B13057.3
 DRAWING NO. SHEET NO.

East Annex Property



AGENDA ITEM 5:

JUVENILE CRIME PREVENTION COUNCIL (JCPC) FY 2017 CERTIFICATION, MEMBERSHIP, AND COUNTY PLAN

MANAGER'S COMMENTS:

Ms. Pan Adams-McCaslin will present the Juvenile Crime Prevention Council (JCPC) Certification and County Plan as well as the membership roster for FY 2017.

Board approval is requested for the certification and membership.



WATAUGA COUNTY FINANCE OFFICE

814 West King St., Room 216 - Boone, NC 28607 - Phone (828) 265-8007 Fax (828) 265-8006

MEMORANDUM

TO: Deron Geouque, County Manager
FROM: Margaret Pierce, Finance Director
SUBJECT: JCPC Certification, Membership, and County Plan for 2016-17
DATE: May 27, 2016

Attached please find the annual Juvenile Crime Prevention Council Certification, membership recommendations, and County Plan for the coming fiscal year. Pan Adams-McCaslin, Committee Chairperson, will be available to answer any questions the Board may have. These documents summarize the work done for the current fiscal year and the plan for the next fiscal year.

Board approval is requested.

Juvenile Crime Prevention Council County Plan

Watauga County

For FY 2016-2017

Table of Contents

- I. Executive Summary
- II. County Funding Plan
- III. Juvenile Crime Prevention Council Organization
- IV. County Risk and Needs Assessment Summary
- V. County Juvenile Crime Prevention Council Request for Proposals
- VI. Funding Decisions Summary
- VII. Funded Programs Program Enhancement Plan (PEP). (Add brief program description for any program without a PEP)

Attachments:

I.

Executive Summary

The Watauga County Juvenile Crime Prevention Council (JCPC), in fulfillment of the duties and responsibilities as set forth in the General Statutes of the State of North Carolina, has completed the activities required to develop this County Plan for FY 2016-2017.

The JCPC has identified the issues and factors which have an influence and impact upon delinquent youth, at-risk youth, and their families in Watauga County. Further, the JCPC has identified the strategies and services most likely to reduce/prevent delinquent behavior.

Priorities for Funding: Through a risk & needs assessment and a resource assessment, the JCPC has determined that the following services are needed to reduce/prevent delinquency in Watauga County.

1. Parent/Family Skill Building
2. Interpersonal Skill Building
3. Mediation
4. Restitution/Community Service
5. Group Home
6. Temporary Shelter Care
7. Tutoring/Academic Enhancement
8. Homebased Counseling Services for Undocumented & Underinsured Populations

Monitoring and Evaluation: Each program funded in the past year by the JCPC has been monitored. The monitoring results and Program Enhancement Plans (PEP) now required by the state were considered in making funding allocation decisions. The JCPC continues to conduct implementation monitoring of its action plan and its funded programs on a quarterly basis.

Funding Recommendations: Having published a Request for Proposals for these needed services for a minimum of thirty (30) days, the JCPC has screened the submitted proposals and has determined which proposals best meet the advertised needed services. As required by statute, the JCPC recommends allocation of the NC Department of Juvenile Justice and Delinquency Prevention (NC DJJDP) Funds to the following Programs in the amounts specified below for FY 2016- 2017 (See JCPC Funding Allocations page) :

- | | |
|--------------------------|----------|
| 1. Juvenile Mediation | \$10,750 |
| 2. Project Challenge | \$42,595 |
| 3. Crossnore School | \$16,065 |
| 4. Youth Resource Center | \$42,475 |
| 5. Hospitality House | \$ 2,100 |

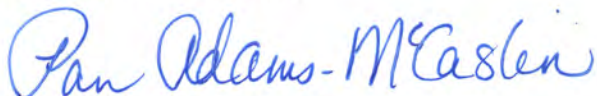
(Please see Attachment for descriptions of the programs recommended for funding)

The JCPC further recommends that the following amount be allocated from the NC DJJDP funds for the administrative costs of the Council for FY 2016 - 2017

\$300

The JCPC members want to express our gratitude to the Watauga County Commissioners for your financial support and continued concern for the at-risk youth and their families who live in our county.

Respectfully Submitted,



Pan Adams-McCaslin
Chair, Watauga County Juvenile Crime Prevention Council

May 26, 2016

II.

Watauga County NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 114,285 Local Match: \$ 34,197 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/Federal	Funds		
1	JCPC Administrative Funds	\$300						\$300	
2	Juvenile Mediation	\$10,750	\$3,225					\$13,975	23%
3	Project Challenge	\$42,595	\$12,779					\$55,374	23%
4	Youth Resource Center	\$42,475	\$12,743					\$55,218	23%
5	Crossnore School	\$16,065	\$4,820					\$20,885	23%
6	Hospitality House-Counseling	\$2,100	\$630					\$2,730	23%
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
TOTALS:		\$114,285	\$34,197					\$148,482	23%

The above plan was derived through a planning process by the Watauga County Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2016-2017.

Amount of Unallocated Funds _____
 Amount of funds reverted back to DPS _____
 Discretionary Funds added _____

Adam McClain 5/20/2016
 Chairperson, Juvenile Crime Prevention Council (Date)

check type initial plan update final

 Chairperson, Board of County Commissioners (Date)
 or County Finance Officer

----DPS Use Only----	
Reviewed by _____ Area Consultant	_____ Date
Reviewed by _____ Program Assistant	_____ Date
Verified by _____ Designated State Office Staff	_____ Date

III.

Juvenile Crime Prevention Council Organization

	Name	Organization	Title
Chairperson	Pan Adams-McCaslin	Church of the Holy Cross	Pastoral Care
Vice-Chairperson	Paul Holden	Watauga County Schools	Student Services Director
Secretary			
Treasurer	Margaret Pierce	Watauga County	Finance Director
Assessment Committee Chairperson	Mechelle Miller	NC DJJDP	Juvenile Court Counselor
Funding Committee Chairperson	Margaret Pierce	Watauga County	Finance Director

Number of members:

23

List meeting dates during the current fiscal year and identify the number of JCPC members in attendance for each.

Meeting Date	Number of Members in Attendance	Quorum Present? Yes/No
8-7-15	19	yes
9-24-15	18	yes
10-22-15	16	yes
12-10-15	18	yes
1-28-16	16	yes
3-24-16	14	yes
4-28-16	13	yes
5-26-16	12	yes

IV.

SUMMARY REPORT OF THE WATAUGA COUNTY RISK AND NEEDS ASSESSMENT COMMITTEE

- I. Risk Assessment Summary
- II. Needs Assessment Summary
- III. Resource Assessment Summary
- IV. Summary of Gaps and Barriers in the Community Continuum
- V. Proposed Priority Services for Funding

Part I Risk

The Risk and Needs Assessment Committee reviewed data gleaned from the Juvenile Risk Assessment instrument administered by Juvenile Court Counselors after juveniles are referred with a complaint alleging that a delinquent act has occurred and prior to adjudication of the juvenile. The Juvenile Risk Assessment is an instrument used to predict the likelihood of the juvenile being involved in future delinquent behavior. For some youth, some of the individual item ratings may be heavily dependent upon information reported by the juvenile or the parent(s). For these items (*represented by percentages which with a star next to them*), there is a likelihood of under-reporting the incidence of a particular behavior and the actual incidence may be higher than suggested by these figures. In those cases, the figure should be interpreted as a measure of the minimum level of occurrence.

General Observations

- The number of youth involved in assessments is relatively low and can cause distortion of the numbers at times. Concern is that at times due to limited youth served, one or two shifting category will cause percentage change of several points.
- The data trends have not changed significantly over the four year period in review of needs and risks reports. Data from year to year review gives limited information to support change in priorities.
- The total number of youth assessed has declined from 82 in 2011-12 to 60 in 2014-15, which follows the state decline from 21,897 to 18,053 over the same period.

Watauga County Risk Factor Observations: FY 2014-2015

- R8 Relationship with Peers – Youth who lack pro social peers and associate with delinquent peers remains high over the 4 year period, from 48% in 2011-12, 58% in 2012-13, 60% in 2013-14 and 45% in 2014-15.
- R9 Parental Supervision – The number of parents willing but unable to supervise is significantly higher than the state amount of 18% in 2014-15. Percentage for Watauga was 44%, 35%, 46% and 49% respectively over the 4 years.

Part II. Needs

The Risk and Needs Assessment Committee also reviewed data gleaned from the Juvenile Needs Assessment instrument administered by Juvenile Court Counselors prior to court disposition of a juvenile. The Juvenile Needs Assessment is an instrument used to examine a youth's needs in the various domains of his life: The Individual Domain, The School Domain, The Peer Domain, and the Community Domain. This instrument was designed to detect service intervention needs as an aid in service planning. As with the Juvenile Risk Assessment, some of the individual item ratings may be heavily dependent upon information reported by the juvenile or the parent(s). For these items (*represented by percentages which with a star next to them*), there is a likelihood of under-reporting the incidence of a particular behavior and the actual incidence may be higher than suggested by these figures. In those cases, the figure should be interpreted as a measure of the minimum level of occurrence.

Watauga County Elevated Needs Observations: FY 2014-2015

- Y1 Peer Relationships – Youth rejected by positive peers remains high over the 4 year period at 25% and higher than the State percentage (14% in 2014-15). Percentages for Watauga County ranged from 19 to 25% over the 4 year period.
- Y2 School Behavior – Moderate school behavior problems ranged from 35 to 43% over the 4 year period, higher than the State at 25% in 2014-15.
- F2 Family Supervision Skills – Families with marginal supervision skill over the past 4 years was 71%, 73%, 79% and 73% compared to the State at 50-52% over the same period.
- F4 Family Substance Abuse – Family abuse of substances in 2014-15 was 25% of families. This is compared to the state average of 10%. This was an increase locally over the 2013-14 data.

Part III. Summary of the Existing Community Resources

See attached Continuum of Services

Part IV. Summary of Gaps and Barriers in the Continuum of Services

Community Day Programming: An elementary day treatment is now open. Services are still needed are needed for the middle school ages.

Transportation in the county is still a need to be able to access resources.

Parenting resources are needed including general parenting education, exposure to domestic violence and for teen parents.

Pro-social resources and after school activities are needed in the community. Transportation is also needed to be able to access such resources. A need for a Teen Center has been recommended for several years and was recommended in the gang assessment. County funding has not been available for same.

Language is seen as a barrier to using resources and additional Hispanic and language resources are needed including Hispanic parent and child support groups.

Additional services that are absent and needed include independent living programming and respite care according to the continuum of services.

Part V. Proposed Priority Services for Funding

The committee compared the services needed to address the elevated Juvenile Risk Factors and Juvenile Needs with services currently available in the community. Services which are currently available in the community and sufficient to meet the needs of court involved youth or those youth most at risk for court involvement are not considered as a priority for JCPC funding.

The JCPC proposes that the following services be approved as the funding priorities for FY 2016-2017:

- Mediation
- Community Service/Restitution
- Group Home
- Temporary Shelter Care
- Interpersonal Skill Building
- Parent Education & Skill Building
- Tutoring and Academic Enhancement
- Home-based Family Counseling specific to the undocumented and “underinsured” youth

Watauga County		III. Continuum of Services - At a Glance					
		Instructions: Adjust arrows to cover target populations					
		Comprehensive Strategy					
		Prevention			Target Populations		
		Youth at Greatest Risk	Pre-Adjudicated Youth	Delinquent- Level I/ Prot. Supervision	Delinquent- Level II Youth	Delinquent- Level III Youth	Post Release Youth
Program Services & Structures Categories	Programs	All Youth					
Structured Activities	WYN-Youth Resource Center						
	WYN - After School						
	Mountain Alliance						
	WYN Mentoring						
	Get Real						
	Lighthouse Services(parenting, mentoring, tutoring)						
	DARE						
	Junior ROTC						
	Boy Scouts/Girl Scouts						
	4-H						
Restorative Services	Civil Air Patrol						
	Gang Prevention programming						
	Church Youth Groups						
	Fire Department Explorer program						
	Upward Bound						
	Parks and Recreation programming						
	Teen Center/Rec Center						
	Gear Up, schools-tutoring and mentoring						
	Drug prevention programs						
	Parenting Programs-Love and Logic & STEP						
Community Day Programming	Triple P Parenting - WYN						
	Parenting resources and support						
	Mediation						
	Project Challenge						
	Structured Day Program for grades 6-12						
	QSS/ISS Alternative setting						
	Day Treatment (K-5)						
	Psychological Services						
	Daymark, Recovery Services and Other Private Providers, Youth Villages						
	Assessment Services	Counseling Services -Mental Health & Private					
Substance Abuse Treatment-Mental Health							
Sex Offender Services - Children's Hope Alliance							
Adolescent DBT(Dialectical Behavioral Therapy)							
Parent Groups (Parents of kids in therapy) - psycho-educational							
Mentor Behavioral Healthcare Counseling							
Mental Health services for undocumented youth							
Pregnancy Care Management							
AMI Kids							
Mobile Crisis							
Clinical Treatment	ASC						
	Intensive In Home Services						
	MST Multi Systemic Therapy						
	Children's Hope Alliance						
	Eckerd Youth Alternatives						
	Independent Living program						
	Inpatient Substance Abuse Program						
	Residential Sex Offender Treatment-Children's Hope Alliance						
	Crossnore						
	Grandfather Home						
Residential	Respite Care						
	Therapeutic Foster & Respite Care						
	WestCare Residential Service for Girls						

Watauga County

	JCPC Continuum of Services	Currently Funded JCPC Services	JJTC Continuum of Services	JJTC Services Currently Available
Structured Activities	Mentoring			
	Parent/Family Skills		Parent Education (Love and Logic)	Yes, available
	Interpersonal Skills			
	Experiential Skills			
	Tutoring/Academic Enhancement	Youth Resource Center		
Restorative Services	Vocational Skills			
	Mediation	Juvenile Mediation		
	Restitution/Community Service	Project Challenge	assumes JCPC as partner to fund community service	Yes, available
Teen Court				
Community Day Program	Structured Day			
Assessment	Psychological Assessment		Assessments/Psychologicals	Yes, available
	Counseling		Family/Individual Therapy, Multi-Family Group	Yes, available
	Home Based Family Counseling		Intensive In-Home, MST*	Yes, available
	Crisis Counseling		Crisis Counseling, Targeted Case Management	Yes, available
	Substance Abuse Treatment		Substance Abuse Treatment**	Yes, available
	Sex Offender Treatment		Sex Offender Treatment**	Yes, available
	Group Home			
Residential Programs	Temporary Shelter Care	Crossnore School		
	Runaway Shelter	Crossnore School		
	Specialized Foster Care		Therapeutic Foster Care	
	Temporary Foster Care			

* =Where available ** =May be provided through a partner like SAMHJJ Partnership or other JCPC funded program

V.

Watauga County Juvenile Crime Prevention Council Request for Proposals

\$114,285

Anticipated County Allocation

30%

Required Local Match Rate

February 3, 2016

Date Advertised

The Juvenile Crime Prevention Council (JCPC) has studied the risk factors and needs of Juvenile Court involved youth in this county and hereby publishes this Request for Proposals. The JCPC anticipates funds from the NC Department of Public Safety, Division of Administration, Community Programs section in the amount stated above to fund the program types specified below. Such programs will serve delinquent and at-risk youth for the state fiscal year 2013-2014 beginning on, or after, July 1, 2013. The use of these funds in this county requires a local match in the amount specified above.

The JCPC will consider proposals for the following needed programs:

Tutoring/Academic Enhancement	Mediation	Substance Abuse Assessment and
Interpersonal Skill Building	Restitution/Community Service	Treatment
Experiential Skill Building	Structured Day Program	Temporary Shelter Care
Parent Education and Skill Building		Group Home

Proposed program services should target the following risk factors for delinquency or repeat delinquency:

Prior Assaults
Known Use of Alcohol, Illegal Drugs
Relationship with Peers
Parental Supervision

Programs should address the following concerns as reported in the Needs Assessments for adjudicated youth:

Peer Domain: Peer Relationships

Individual Domain: Substance Abuse Abuse and Neglect History
Mental Health Needs

Family Domain: Conflict in the Home
Family Supervision Skills

School Domain: School Behavior Problems

Please see the Summary of Risk and Needs for further detail.

Applicants are being sought that are able to address items below:

1. Program services compatible with research that are shown to be effective with juvenile offenders.
2. Program services are outcome-based.
3. The program has an evaluation component.
4. Program services detect gang participation and divert individual

Local public agencies, 501(c)(3) non-profit corporations and local housing authorities are invited to submit applications to provide services addressing the above elements.

Pan Adams-McCaslin

at

828-963-5198

JCPC Chairperson or Designee

Telephone #

In order to apply for FY 2013-2014 JCPC funding, you must complete and submit your application online by accessing NC ALLIES. Please read and follow all instructions at the following link:

http://www.juvjus.state.nc.us/jcpc/forms_agreements.html

After submitting the application electronically, print and submit hard copies as indicated below. Private non-profits are also required to submit No Over Due Tax forms, Conflict of Interest Statements, and proof of 501(c)(3) status.

NOTE: For further information, or technical assistance about applying for JCPC funds in this county, contact, Linda Graney Area Consultant, at 828-250-3809.

Deadline for Application is: March 7, 2016 by 5:00 P.M.

Mail or deliver WATAUGA COUNTY FINANCE OFFICE

applications to: 814 WEST KING ST., SUITE 216

BOONE, NC 28607

Number of original copies to submit: 1 Telephone: 828-265-8007

VI.

Juvenile Crime Prevention Council Funding Decisions Summary

Program Funded	Reason for Funding (Check all that apply)
Juvenile Mediation	<p><input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input checked="" type="checkbox"/> Other Teaches and models conflict resolution skills <input checked="" type="checkbox"/> Other Ability to address any subject matter of concern <input type="checkbox"/> Would increase funding to this service if funds were available</p>
Project Challenge	<p><input checked="" type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input checked="" type="checkbox"/> Other Teaches and models social skills <input checked="" type="checkbox"/> Other Teaches pride in community and giving <input type="checkbox"/> Would increase funding to this service if funds were available</p>
Crossnore School	<p><input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available</p>
Youth Resource Center	<p><input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input checked="" type="checkbox"/> Other Teaches and models social and academic skills <input checked="" type="checkbox"/> Other Provides the only option for afterschool care/supervision for middle school students <input type="checkbox"/> Would increase funding to this service if funds were available</p>
Hospitality House - Counseling	<p><input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input checked="" type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available</p>
	<p><input type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available</p>
	<p><input type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available</p>
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Juvenile Crime Prevention Council Funding Decisions Summary

	<input type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available
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	Reason for Not Funding (Check all that apply)
Program Not Funded	
Hospitality House - Circles of the High Country	<input checked="" type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input checked="" type="checkbox"/> Other - Lack of program history <input type="checkbox"/> Other
Hospitality House- Transitional Housing	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input checked="" type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other

VII.

Program Enhancement Plan

Program:

Crossnore Watauga Temporary Shelter

Brief Description:

90 days of temporary shelter in a residential education setting to include 24-hour care and supervision of juveniles by Cottage Parents and Case Management services provided by Case Managers while addressing the issues which resulted in the juvenile being placed at Crossnore School. Counseling services, educational opportunities at Crossnore Academy and access to medical attention are offered and provided through other funding sources.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	30	N/A			
Quality of Service Delivery	16	Employee Training & Certification	Staff will continue with trainings on the Sanctuary Model, every quarter. Staff will meet weekly for staff meeting and training. Will utilize specialty trainings.	Staff	
Amount of Service: Duration and Contact Hours	0	Extend Days served	Children could have the possibility to extend their stay for more than 90 days - if appropriate	Staff	
Risk Level of Youth	12	N/A			
Total	58				

This Plan is approved by:

Paul Paul
 Program Manager Name & Signature

4 11/9/16

Date

Paul M. Caslin
 JCPC Chair Name & Signature

5 12/9/16

Date

Program Enhancement Plan

Program:

Juvenile Mediation - Mediation and Restorative Justice Center

Brief Description:

The Juvenile Mediation Program meets with juveniles & offenders in Victim-Offender Mediation to provide a mediated resolution of their delinquent acts in a documented agreement that works toward reducing recidivism by helping juveniles be accountable for their actions. By resolving these issues in a positive manner, juveniles can improve relationships with their peers, family, school personnel and others. They will be empowered by becoming active participants in the process - having a voice, being listened to & solving problems they had a part in creating.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services		None			
Quality of Service Delivery		Revise and update program manual	Manual is being updated to reflect changes in service delivery and to provide more thorough and detailed step-by-step program delivery instruction. New policies have been included in program manual concerning SPEP and Risk and Needs from DJJ.	Program Manager	
Amount of Service: Duration and Contact Hours		Increase duration and contact hours	Juvenile Mediators are working to make additional contacts with the clients from attending court to do intake and prep when possible to potential followup visits in the schools using appropriate WhyTry sessions that addresses the juvenile's specific problem behaviors.	Juvenile Mediator	
			Continue to work with Area	Program	

Program Enhancement Plan

			Consultants and hopefully Dr. Lipsey to learn what best practice recommendations are for his recommended additional contacts and hours.	Manager	
Risk Level of Youth		None			
Total					

This Plan is approved by: Fawn Roark 11 Date
 Program Manager Name & Signature Date

Paula M. Clark 5/20/16
 JCPC Chair Name & Signature Date

Program Enhancement Plan

Program:					
Youth Resource Center (Western Youth Network)					
Brief Description:					
Western Youth Network's Youth Resource Center (YRC) is a Tutoring/Academic Enhancement Program for adjudicated and/or high-risk middle school youth in Watauga County. The program operates from 2:30-5:30 p.m., Monday-Friday throughout the school year. YRC staff provide daily transportation for participants, interpersonal skill building, interaction with pro-social peers, and exposure to substance abuse prevention evidence-based curricula.					
Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	10				POP Score: 45%
Quality of Service Delivery	9	To create a through Operational Binder that leads us from entry into the program to completion.	<ul style="list-style-type: none"> Gather needed information Write down steps for specific duties/jobs Organize information into a binder and google doc. 	Heather Canipe	
Amount of Service: Duration and Contact Hours	10	To increase duration and contact by expanding parent awareness.	<ul style="list-style-type: none"> Facilitate information sessions Hand out flyers 	Maggie Clay and Rachel Saylor	

Program Enhancement Plan

Risk Level of Youth	5		
Total			

This Plan is approved by:	<i>Heather Currie</i>	<i>5¹² 2016</i>	<i>Paul Dana McLashie</i>	<i>5¹² 2016</i>
	Program Manager Name & Signature	Date	JCPC Chair Name & Signature	Date

Program Enhancement Plan

Program:	YRC Summer Camp (Western Youth Network)				
Brief Description:	WYN provides a 5-week experiential summer day camp for rising 6th-9th graders in Watauga County. Participants may take part in hiking, kayaking, caving, biking, and other challenging tasks that help improve their self-esteem and confidence, and assist them with interpersonal skills. Transportation is provided, and at-risk and court-involved youth have opportunities to interact with pro-social peers as well as our staff for 10 hours per day, 4 days per week for 5 weeks.				
Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	15				POP Score: 51%
Quality of Service Delivery	9	To create a thorough Operational Binder that leads us from entry into the program to completion.	<ul style="list-style-type: none"> • Gather needed information • Write down steps for specific duties/jobs • Organize information into a binder and google doc. 	Heather Canipe	
Amount of Service: Duration and Contact Hours	12	To increase duration and contact by expanding parent awareness.	<ul style="list-style-type: none"> • Facilitate information sessions • Hand out flyers 	Maggie Clay And Rachel Saylor	
Risk Level of Youth	5				
Total					

Program Enhancement Plan

This Plan is approved by:	<i>Leather Coyce</i>	5/10/16 2016	<i>Panidas McCaslin</i>	5-1 2016
	Program Manager Name & Signature	Date	JCPC Chair Name & Signature	Date

Program Enhancement Plan

Program:

Project Challenge NC Inc.-Watauga County

Brief Description:

Project Challenge is a dispositional option to juvenile court allowing participants to repay or give back to their community as part of their probation requirements. Participants are given the opportunity to fulfill their obligation to the courts by completing community service and provide victims repayment of monetary loss.

Category	SPEP Score	Enhancement Opportunity	Action Steps	Responsible Party	Comments:
Primary Service Supplemental Services	15	None	None-Program received the full score a Restitution service can obtain		
Quality of Service Delivery	16	Improve protocol manual to receive the full 20 points	Add detail in the program process section of the manual; evaluation process and corrective action sections of the manual	Project Challenge Program Manager	With well trained and consistent staff in the program, the protocol manual detail is the best place to focus to obtain the maximum points
Amount of Service: Duration and Contact Hours	8	Improve % of juvenile receiving optimal duration	<ol style="list-style-type: none"> Schedule participants for 12 weeks in all possible cases, adhering to frequency requirements in JCPC policy Communicate change and rationale to referral sources, clients, and families Modify protocol manual to reflect changes 	<ol style="list-style-type: none"> Project Challenge Watauga coordinator Project Challenge Watauga Coordinator Program Manager 	With implementing the action steps this will ensure an increase in duration to receive a maximum score
Risk Level of Youth	5	None	None-Risk score is not an area that a program receiving all court counselor referrals can improve upon		
Total	44				

Program Enhancement Plan

POP
55%

This Plan is approved by:

Amy M. Wilson
Program Manager Name & Signature

29, 16
Date

Paula M. Costin
JCPC Chair Name & Signature

5/31/16
Date



NC Department of Public Safety
Juvenile Crime Prevention Council Certification

Fiscal Year: 2016 -2017

County: Watauga

Date: 5-18-16

CERTIFICATION STANDARDS

STANDARD #1 - Membership

- A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? yes
B. Is the membership list attached? yes
C. Are members appointed for two year terms and are those terms staggered? yes
D. Is membership reflective of social-economic and racial diversity of the community? yes
E. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? yes
If not, which positions are vacant and why?

STANDARD #2 - Organization

- A. Does the JCPC have written Bylaws? yes
B. Bylaws are [X] attached or [] on file (Select one.)
C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. yes
D. Does the JCPC have written policies and procedures for funding and review? yes
E. These policies and procedures [] attached or [X] on file. (Select one.)
F. Does the JCPC have officers and are they elected annually? yes
JCPC has: [X] Chair; [X] Vice-Chair; [] Secretary; [] Treasurer.

STANDARD #3 - Meetings

- A. JCPC meetings are considered open and public notice of meetings is provided. yes
B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? yes
C. Does the JCPC meet bi-monthly at a minimum? yes
D. Are minutes taken at all official meetings? yes
E. Are minutes distributed prior to or during subsequent meetings? yes

STANDARD #4 - Planning

- A. Does the JCPC conduct an annual planning process which includes a needs assessment, monitoring of programs and funding allocation process? yes
B. Is this Annual Plan presented to the Board of County Commissioners and to DPS? yes
C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? yes

STANDARD #5 - Public Awareness

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? (RFP, distribution list, and article attached) _____ yes
- B. Does the JCPC complete an annual needs assessment and make that information available to agencies which serve children or their families, and to interested community members? _____ yes

STANDARD #6 – No Overdue Tax Debt

- A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level? _____ yes

Briefly outline the plan for correcting any areas of standards non-compliance.

Having complied with the Standards as documented herein, the Juvenile Crime Prevention Council may use up to \$15,500 of its annual Juvenile Crime Prevention fund allocation to cover administrative and related costs of the council. *Form JCPC/OP 002 (b) JCPC Certification Budget Pages* detailing the expenditure budget must be attached to this certification.
 The JCPC Certification must be received by June 30, 2016.

**JCPC Administrative Funds
SOURCES OF REVENUE**

DPS JCPC	
Only list requested funds for JCPC Administrative Budget.	_____ 300
Local	_____
Other	_____
Total	_____ 300

<i>Pan Adams-McCaslin</i>	<i>5/31/16</i>
JCPC Chairperson	Date
Chairman, Board of County Commissioners	Date
DPS Designated Official	Date

Juvenile Crime Prevention Council Certification (cont'd)

Watauga

County

FY 2016-2017

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Paul Holden	Student Ser. Dir.	<input checked="" type="checkbox"/>	W	M
2) Chief of Police	Kat Eller	Detective	<input checked="" type="checkbox"/>	W	F
3) Local Sheriff or designee	Dee Rominger	Captain	<input checked="" type="checkbox"/>	W	F
4) District Attorney or designee	Matt Rupp	ADA	<input checked="" type="checkbox"/>	W	M
5) Chief Court Counselor or designee	Lisa Garland	Chief Counselor	<input type="checkbox"/>	W	F
6) Director, AMH/DD/SA, or designee	Robin Winkler	Smoky Mt LME	<input checked="" type="checkbox"/>	W	F
7) Director DSS or designee	Jocelyne Bond	Social Worker	<input checked="" type="checkbox"/>	W	F
8) County Manager or designee	Margaret Pierce	Finance Director	<input checked="" type="checkbox"/>	W	F
9) Substance Abuse Professional	Murray Hawkinson	Daymark Recovery Serv.	<input type="checkbox"/>	W	M
10) Member of Faith Community	Spencer Sharrits	Youth Coordinator	<input type="checkbox"/>		M
11) County Commissioner	John Welch	County Commissioner	<input type="checkbox"/>	W	M
12) Two Persons under age 18 (State Youth Council Representative, if available)	Emily Whittaker	Student	<input type="checkbox"/>		F
	Owen Warmuth	Student	<input type="checkbox"/>		M
13) Juvenile Defense Attorney	Eric Eller	Attorney	<input type="checkbox"/>	W	M
14) Chief District Judge or designee	Hal Harrison	District Judge	<input type="checkbox"/>	W	M
15) Member of Business Community	Elizabeth Herman	Vital Writer Services	<input type="checkbox"/>	W	F
16) Local Health Director or designee	Beth Lovette	Health Director	<input type="checkbox"/>	W	F
17) Rep. United Way/other non-profit	Dick Hearn	United Way	<input type="checkbox"/>	W	M
18) Representative/Parks and Rec.	Stephen Poulos	Director, P&R	<input type="checkbox"/>	W	M
19) County Commissioner appointee	Joan Hearn	Guardian Ad Litem	<input type="checkbox"/>	W	F
20) County Commissioner appointee	Mechelle Miller	Court Counselor	<input type="checkbox"/>	W	F
21) County Commissioner appointee	Raquel Cortes	Wa. Co Schools	<input type="checkbox"/>	H	F
22) County Commissioner appointee	Timothy Eller	Court Counselor	<input type="checkbox"/>	W	M
23) County Commissioner appointee			<input type="checkbox"/>		
24) County Commissioner appointee			<input type="checkbox"/>		
25) County Commissioner appointee			<input type="checkbox"/>		

**Watauga County
Juvenile Crime Prevention Council
By-Laws**

Article I: Name and Purpose

Section 1: The name of the organization shall be the Watauga County Juvenile Crime Prevention Council (the Council, and JCPC).

Section 2: The purpose of the Council shall be to plan and develop strategies to address and prevent juvenile delinquency at the county level in partnership with the State so that there is coordination with statewide resources, priorities, and objectives. The Council is responsible for developing a local continuum of sanctions and services to address the issues of undisciplined and delinquent juveniles and their families.

Article II: Records

Organizational records, including By-laws and minutes, and property of the JCPC shall be located at the Watauga County Offices, under the care and control of the County Manager or his or her designee.

Article III: Membership

Section 1: Members of the Council shall be appointed annually by the Board in accordance with NCGS §143B-845 to 851. For the purposes of the County by-laws, the term "member" includes, if authorized by NCGS §143B-846, the member's designee.

Section 2: The term of appointment of members shall be for a period of two years, except that members when appointed to an unexpired term shall serve for the remainder of that unexpired term (NCGS §143B-847). Members may be reappointed and may serve successive terms.

Section 3: Terms of appointment shall begin July 1, 1999 (NCGS §143B-847) unless said appointment is to an unexpired term. The term of appointment to such term shall begin at the next meeting of the Council following the appointment.

Section 4: The Chair of the Membership and Nominations Committee shall advise the Board of any members whom should be replaced because of resignation, death, nonfeasance, or malfeasance (NCGS §143B-848). Nonfeasance shall include failure to attend three consecutive meetings of the Council. The Membership and Nominations Committee Chair or any Council member shall make recommendations to the Council as to replacement. The Chairperson or designee will take these recommendations to the Board for final action.

Article IV: Officers

Section 1: The Officers of the Council (Officers) shall be elected by the members of the Council (NCGS §143B-846). To avoid a real or perceived conflict of interest, members associated with or related to members associated with, funded programs or programs seeking funding, shall not be eligible for election or appointment as Officers of the Council.

Section 2: The Officers shall be elected for terms of one year and may succeed themselves.

Section 3: Duties of the Officers.

3.1: The Chairperson shall:

- preside at all meetings of the Council;
- serve as a member ex officio of all committees of the Council;
- report upon the activities of the Council to the Board;
- serve as the Executive Officer of the Council;
- appoint committees, committee membership and committee Chairs as necessary and in keeping with the By-laws; and,
- exercise all such other duties and powers provided herein.

3.2: The Vice-Chairperson shall:

- preside at all meetings of the Council in the absence of the Chairperson;
- exercise all other duties assigned by the Chairperson; and,
- exercise all other duties and powers provided herein.

3.3: The Secretary shall:

- keep the minutes of all meetings of the Council and shall distribute these to the members as specified herein; and,
- exercise all such other duties provided herein.

3.4: The Treasurer shall:

- keep accurate account of all funds provided to the Council for the exercise of its business; and,
- exercise all such other duties provided herein.

Article V: Meetings

Section 1: The Council shall meet at least bi-monthly (NCGS §143B-849).

Section 2: All meetings of the Council shall be subject to the provisions of NCGS §143-318.9 through 143-318.18.

Section 3: A Quorum, defined as a simple majority of the members, shall be necessary to conduct any business of the Council or its committees (NCGS §143B-849).

Section 4: Minutes, including a record of attendance shall be taken at all meetings of the Council and shall be distributed to the members prior to or at subsequent meetings. Council Committee Chairs shall present a written or oral report if requested at each regularly scheduled Council meeting.

Section 5: Except in cases of emergency, cancellation of any meeting of the Council shall require notification of each member by the Chairperson in writing or by phone, fax, or email two days prior to the scheduled meeting date.

Section 6: Special Meetings

6.1: The Chairperson may call such special meetings as are necessary to carry out the duties of the Council.

6.2: Notice of all special meetings shall be made as required by NCGS §143-318.12.

Article VI: Committees

Section 1: The Executive Committee: The Executive Committee shall be composed of the Officers and the Chairs of each Standing Committee.

- 1.1: The Executive Committee shall function to coordinate the various activities of the Council and its committees between meetings.
- 1.2: Notification of each meeting of the Executive Committee shall be made to each member in writing or by phone, fax, or email at least 5 days prior to the meeting. Attendance of any member at any meeting without protesting the lack of proper notice shall be deemed a waiver of the notice of the meeting.

Section 2: Standing Committees: The Chairperson shall annually appoint at least two members of the Council to each of the following committees, except that at least five members shall be appointed to the Allocations Committee. To avoid a real or perceived conflict of interest, members associated with or related to members associated with, funded programs or programs seeking funding, shall not be eligible for appointment to the Monitoring or Allocations Committee.

2.1: The Monitoring Committee shall:

- Evaluate the performance of juvenile services and programs in the community and present the results of evaluations to the Council. This information shall be used by the Council to determine whether, and/or under what conditions, each program/agency should be eligible to request continued funding. (NCGS §143B-851).
- Perform such other duties as shall be established by the Council.

2.2: The Allocations Committee shall:

- Advertise, receive, review and evaluate proposals for JCPC funds.
- Make funding allocation recommendations to the full Council for programs and services to address undisciplined, delinquent, mental health and substance abuse issues, including the treatment, counseling, or rehabilitation of juveniles and their families, including court-ordered parenting education and parenting responsibility classes if indicated (NCGS §143B-851).
- Conduct such other duties as shall be established by the Council.

2.3: The Membership and Nominations Committee, or any Council member, may recommend annually, and at such times as vacancies occur, persons for nomination for appointment as members and Officers of the Council. Upon Council approval, these names will be recommended by the Chairperson or their designee to the Board. The Committee shall also perform such other duties as may be established by the Council.

Section 3: Ad Hoc Committees: The Chairperson may appoint ad hoc committees and Chairs for them, as deemed necessary to carry out business of the Council not otherwise addressed by Standing Committees. The appointment of each ad hoc committee shall expire with the term of the Chairperson who appointed said committee.

Section 4: Committee Membership: The Chairperson may appoint persons who are not members of the Council to any committee as non-voting members when this is deemed appropriate to the business of that committee.

Section 5: Committee Leadership: The Chairperson shall annually appoint a Chair of each Standing Committee of the Council and of each ad hoc Committee from the membership of the Council. To avoid a real or perceived conflict of interest, members associated with or related to members associated with, funded programs or programs seeking funding, shall not be eligible for election or appointment as Committee Chair.

Article VII: Governance

Section 1: By-laws: The By-laws may be amended or repealed and new By-laws adopted by the affirmative vote of two-thirds of the members present at any regular or special meeting providing a quorum is present and all members have been given proper notice. In the event of a tie, the Chairperson shall make the final decision.

Section 2: Proper Notice: Notice of any proposed amendment or repeal and replacement of the By-laws shall be given to all members of the Council by mail, fax or email, including the substance of the change and the date, time and place of the meeting at which this matter is to be considered at least 10 days prior to such meeting.

Section 3: Decision-making: The Council will use consensus decision-making if possible, and, if consensus can't be reached within the time-frame required as determined by the Chairperson, a majority vote (51%) will determine the outcome of the decision. The Chairperson may, if approved by a majority present at any meeting lacking a quorum, contact members to enlist their decision by email or fax, and attach those documents to the meeting records to support the final decision.

Section 4: Conflict of Interest: Juvenile Crime Prevention Council (JCPC) members are public officers and are subject to N.C.G.S. §14-234, which requires that (1) No public officer or employee who is involved in making or administering a contract on behalf of a public agency may derive a direct benefit from the contract except as provided in this section, or as otherwise allowed by law; (2) A public officer or employee who will derive a direct benefit from a contract with the public agency he or she serves, but who is not involved in making or administering the contract, shall not attempt to influence any other person who is involved in making or administering the contract; and (3) No public officer or employee may solicit or receive any gift, reward, or promise of reward in exchange for recommending, influencing, or attempting to influence the award of a contract by the public agency he or she serves.

JCPC Council members shall comply with N.C.G.S. §14-234 and with specific policies, procedures and forms for addressing and disclosing conflicts of interest as provided by the Division of Juvenile Justice on the DPS web site and as promulgated by the Area Consultant or other authorized representative of the Division.

Article VIII: Council Member Information

A directory of council member and funded program member contact information (phone numbers and email addresses, if available) shall be provided to each member at the first meeting of the Council each fiscal year, and provided, as requested, to each member appointed to the Council during the course of the year. Statutes, policies, and procedures for JCPC's are available on the DPS web site.

Article IX: Adoption:

These By-laws for the Watauga County Juvenile Crime Prevention Council as contained herein are hereby adopted as revised this date:

The 10th day of December, 2015.



Signature, JCPC Chair

**Watauga County Juvenile Crime Prevention Council (JCPC)
Request for Proposals**

Watauga County JCPC requests proposals to serve delinquent and at risk youth, ages 6 – 17, from local non-profits, public agencies, and housing authorities. Approximately \$114,285 may be available from N.C. Dept. of Public Safety, Div. of Juvenile Justice for fiscal year July 1, 2016 - June 30, 2017. Agencies are needed to provide community-based programming designed to enhance protective factors and offer at least one of the following services:

- Parent/Family Skill Building (Structured Activities)
- Interpersonal Skill Building (Structured Activities)
- Mediation (Restorative Services)
- Restitution/Community Service (Restorative Services)
- Group Home (Residential Programs)
- Temporary Shelter Care (Residential Programs)
- Tutoring/Academic Enhancement (Structured Activities)
- Homebase Counseling Services for Undocumented & Underinsured Population (Community Day Programming)

In order to apply for JCPC funding, you must complete your application online by accessing NC ALLIES. Please read and follow all instructions at:

<https://www.ncdps.gov/Index2.cfm?a=000003,002476,002483,002482,002514> . New applicants should contact Pan Adams-McCaslin at panamc05@gmail.com or 828-963-5198. After submitting the application electronically, print and mail one hard copy to: Watauga County, 814 West King St, Suite 216, Boone, NC 28607. For further information contact Linda Graney, DPS Area Consultant: 828-296-4743 or Watauga County JCPC Chair Pan Adams-McCaslin.

Deadline for applications: Monday, March 7, 2016, 5:00 PM. **Mandatory New Program Orientation Training** date and location TBD.

MOUNTAIN TIMES
PUBLICATIONS
P.O. BOX 1815
BOONE NC 28607

ORDER CONFIRMATION

Salesperson: BRENDA MINTON

Printed at 01/29/16 12:48 by brenda

Acct #: 106000

Ad #: 1746198

Status: N

WATAUGA CO FINANCE
814 WEST KING STREET, SUITE 216
BOONE NC 28607

Start: 02/03/2016 Stop: 02/03/2016
Times Ord: 1 Times Run: ***
MSTD 1.00 X 8.55 Words: 213
Total MSTD 8.75
Class: N5010 PUBLIC NOTICES
Rate: LG1 Cost: 209.83
Affidavits: 1

Contact:

Phone: (828)265-8007
Fax#: (828)265-8006
Email: becky.ballew@watgov.org
Agency:

Ad Descrpt: 2016-17 WATAUGA JCPC-RFP
Given by: BECKY BALLEW
Created: brend 01/29/16 12:43
Last Changed: brend 01/29/16 12:48

PUB ZONE ED TP START INS STOP SMTWTFS
HCWD A 97 W 02/03/16 1 02/03/16 S W

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

Becky Ballew
Name (print or type)

Becky Ballew
Name (signature)

(CONTINUED ON NEXT PAGE)

MOUNTAIN TIMES
PUBLICATIONS
P.O. BOX 1815
BOONE NC 28607

ORDER CONFIRMATION (CONTINUED)

Salesperson: BRENDA MINTON

Printed at 01/29/16 12:48 by brenda

Acct #: 106000

Ad #: 1746198

Status: N

**Watauga County Juvenile
Crime Prevention Council
(JCPC)**

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Distribution List for 2016-2017 RFP	Name	Title
Watauga County Schools	Paul Holden	Student Service Director
Boone Police	Kat Eller	Officer
Watauga County Sheriff's Office	Dee Dee Rominger	Detective
District Attorney's Office	Seth Banks	DA
Chief Court Counselor	Lisa Garland	Chief Counselor
Smoky Mtn Center, LME	Robin Winkler	LME Rep
Watauga County DSS	Melanie Ellis	Social Worker
Club 12/Oasis, Inc	Alicia Santos	
Watauga County Health Dept.	Beth Lovette	Health Director
Watauga County	Margaret Pierce	Finance Director
Daymark	Murray Hawkinson	Daymark Recovery Services
Member of Faith Community	Pan Adams-McCaslin	Faith Community Member
Watauga County Commissioner/ASU	John Welch	County Commissioner
Teague Law Firm	Josh Teague	Attorney
District Court	Hal Harrison	District Judge
Member of Business Community	Elizabeth Herman	
Watauga County Parks and Recreation	Stephen Poulos	Director, P&R
NC Works	Melody Moss	
Western Youth Network	Jennifer Warren	Director, WYN
NC Courts	Mechelle Miller	Juvenile Court Counselor
Crossnore School	Leah Powell	Intake
NCDPS	Linda Graney	Area Consultant
NCDJJ	Timothy Eller	
SMC	Veronica Timbers	
Mediation and Restorative Justice	Fawn Roark	
Project Challenge	Chris Renfro	
Project Challenge	Breanna Steinke	
Watauga County	Becky Ballew	Finance
United Way	Email Box	
Watauga County Schools	Raquel Cortes	Family Resource Counselor
Western Youth Network	Heather Canipe	
Western Youth Network	Rachel Saylor	
Western Youth Network	Charlene Leonard	
High Country United Way	Dick Hearn	
	Joan Hearn	Guardian Ad Litem
Western Youth Network	Robert Heath	

SECTION VII**JCPC Certification Budget Pages**Program: County Juvenile Crime Prevention CouncilFiscal Year 2016-2017

Number of months _____

	Cash	In-Kind	Total
I. Personnel Services			
120 Salaries & Wages	_____	_____	_____
180 Fringe Benefits	_____	_____	_____
190 Professional Services	_____	_____	_____
II. Supplies & Materials	\$50		\$50
210 Household & Cleaning	_____	_____	_____
220 Food & Provisions	_____	_____	_____
230 Education & Medical	_____	_____	_____
240 Construction & Repair	_____	_____	_____
250 Vehicle Supplies & Materials	_____	_____	_____
260 Office Supplies & Materials	\$50	_____	\$50
280 Heating & Utility Supplies	_____	_____	_____
290 Other Supplies & Materials	_____	_____	_____
III. Current Obligations & Services	\$250		\$250
310 Travel & Transportation	_____	_____	_____
320 Communications	_____	_____	_____
330 Utilities	_____	_____	_____
340 Printing & Binding	_____	_____	_____
350 Repairs & Maintenance	_____	_____	_____
370 Advertising	\$250	_____	\$250
380 Data Processing	_____	_____	_____
390 Other Services	_____	_____	_____
IV. Fixed Charges & Other Expenses			
410 Rental of Real Property	_____	_____	_____
430 Equipment Rental	_____	_____	_____
440 Services & Maint. Contracts	_____	_____	_____
450 Insurance & Bonding	_____	_____	_____
490 Other Fixed Charges	_____	_____	_____
V. Capital Outlay			
510 Office Furniture & Equipment	_____	_____	_____
530 Educational Equipment	_____	_____	_____
540 Motor Vehicle	_____	_____	_____
550 Other Equipment	_____	_____	_____
580 Buildings, Structures & Improv.	_____	_____	_____
Total	\$300		\$300

AGENDA ITEM 6:

SMOKY MOUNTAIN CENTER'S COMMUNITY REINVESTMENT PLAN

MANAGER'S COMMENTS:

Ms. Shelly Foreman with Smoky Mountain LME/MCO will present the Community and Capital Reinvestment Initiatives.

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

Smoky Community and Capital Reinvestment Initiatives

Provider Network

5/24/16



Facility Based Crisis- Central Region (Caldwell)

- Investment of \$320,000
- 12 bed Facility Based Crisis center in Caldwell County.
- To include a medical clearance drop off site in McDowell
- Scheduled to Open fall of 2016
- To be operated by RHA



Group Home Bridge Funding

- **Investment of \$278,580**
- Funds are currently being utilized to support group homes that lost Medicaid Personal Care and Bridge Funding to support the home.

ICF/IDD Rate Increase

- Investment of \$1,328,472
- Funds were utilized to support a 5% rate increase for all Intermediate Care Facilities (ICF) contracted with Smoky.
- Providers have been notified and rate increase has been implemented in all contracts.

Behavioral Health Urgent Care (BHUC) Operating Expenses

- Investment of \$500,000
- Buncombe County C3356
- Creation of 24/7 365 Crisis Walk-in and Facility Based Crisis
- Implementation of a Child FBC (January 2017)



Expansion of Western Region Facility Based Crisis (Balsam Center)

- Investment of \$400,000
- Funds to be utilized to support the expansion of the Balsam Center from 12beds to a 16 bed facility.
- Funds to also be utilized to expand staffing and facility resources to become a functional Involuntary Commitment (IVC) drop off site.
- Target July/August 2016

Development of a Northern Region Facility Based Crisis Center

- Investment of \$1,300,000
- Develop a Facility Based Crisis in northern counties of the Smoky catchment area.
- Will serve adults in crisis for mental health or substance use detox.



Integrated/Collaborative Care Initiatives

- Investment of \$1,350,000
- Current Projects include:
 - CMT implementation with Collaborative Care providers
 - Incentives for providers to conduct and log Body Mass Index (BMI) and Blood Pressure (BP) checks in CMT.
 - Purchase of scales and blood pressure cuffs
 - MAHEC training and education



Alcohol and Drug Treatment Center (ADATC) Diversion

- Investment of \$250,000
- Funds to be utilized to support the development of substance use (SU) community resources to divert or reduce length of stays at ADATC.
- Current Projects:
 - Development of SU residential facilities

Technology Enabled Care

- Investment of \$250,000
- Will be an interactive event to allow providers to experience new technologies to assist members in achieving greater independence in their recovery.
- www.CarolinaHealthTeclive.com
- 35 Vendors, 600+ participants



Naloxone Distribution

- **Investment: 100,000**
- Partnered with the NC Harm Reduction Coalition to distribute Narcan Nasal Spray across the Smoky catchment area.
- NARCAN[®] Nasal Spray is an opioid antagonist indicated for the emergency treatment of know or suspected opioid overdose, as manifested by respiratory and/or central nervous system depression.
- Released for distribution on March 22, 2016 and to date have identified 14 reversals or saved lives due to Smoky efforts.



Heroin Summit

- Investment of \$15,000
- Sponsored the Spring 2016 Heroin Summit for the Western District of North Carolina.
- Provided support, education, and awareness for local communities, providers, and stakeholders currently working with individuals impacted by Heroin addiction.

I/DD Crisis Service Expansion

- Investment of \$1,000,000
- To improve and expand crisis services available to individuals with I/DD.
- Potential projects:
 - Expand the use of Crisis Response (Innovations)
 - Develop additional Crisis respite facility
 - Grow NCSTART Teams
 - Explore development of an I/DD Facility Based Crisis facility.

YV Lifsets Program Expansion

- **Investment of up to \$2,000,000**
- To assist young adults aging out of the foster care system (16-21).
- Part of a redesign of our foster care child treatment continuum.
- To develop healthy life skills to move into a productive adult environment.
 - Reduced legal involvement
 - Reduced use of substance use
 - Healthier personal relationships

Child/family reunification project

- Investment of \$100,000
- To assess all children currently being served in Psychiatric Residential Treatment Facilities (PRTF) and develop plans for providing local supports and to allow reunification with their family.

Community engagement and awareness project

- **Investment of \$1,000,000**
- To place member education and screening kiosks in local communities in all 23 counties.
- To increase awareness and increase access to behavioral health and community resources in members local communities.



Medicated assisted treatment for Opioid users

- **\$1,000,000 per year in fund balance reserves**
- To expand medication assisted substance use treatment across the Smoky catchment area (Methodone, Suboxone, etc..).
- Funding available for un- and under-insured individuals.

Jail Diversion

- Investment of \$400,000 per year in fund balance reserves.
- To expand funding to help divert individuals with mental health and substance use from local jails to treatment services.
- Reduce jail admissions and improve engagement and clinical outcomes for individuals.

Peer-run Recovery Centers

- Investment of \$500,000
- To develop peer-run recovery day programs for individuals recovering from substance use.
- To develop a non-paid support system within the Smoky catchment area to aid individuals in their recovery and reduce relapse events.

SOAR Expansion

- Investment of \$200,000
- Social Security Disability Insurance, Outreach, Access, and Recovery (SOAR)
- To assist individuals applying for and successfully obtaining Social Security Disability benefits.
- Aid individuals currently designated un- and under-insured to receive Medicaid benefits.

Transition to Community Living (TCLI) Legal Aid

- Investment of \$300,000
- To provide legal aid services to assist members in TCLI on eviction prevention and other barriers to obtaining housing.
- Improve success in placing individuals in permanent housing.

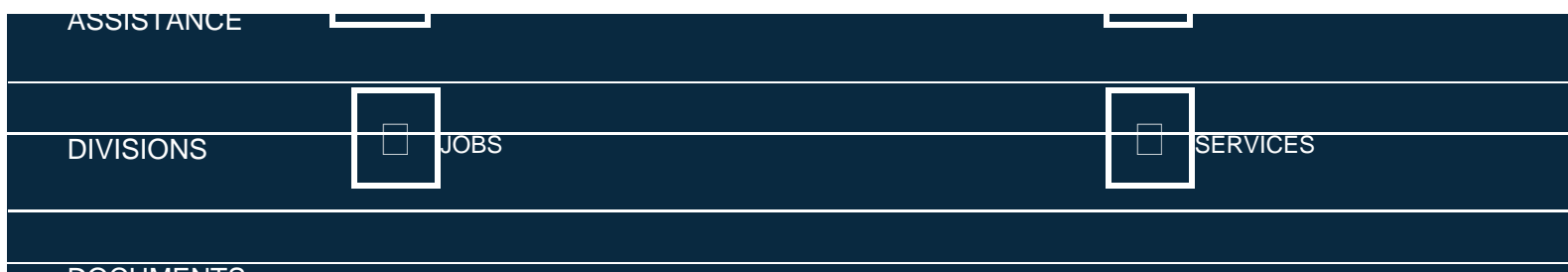
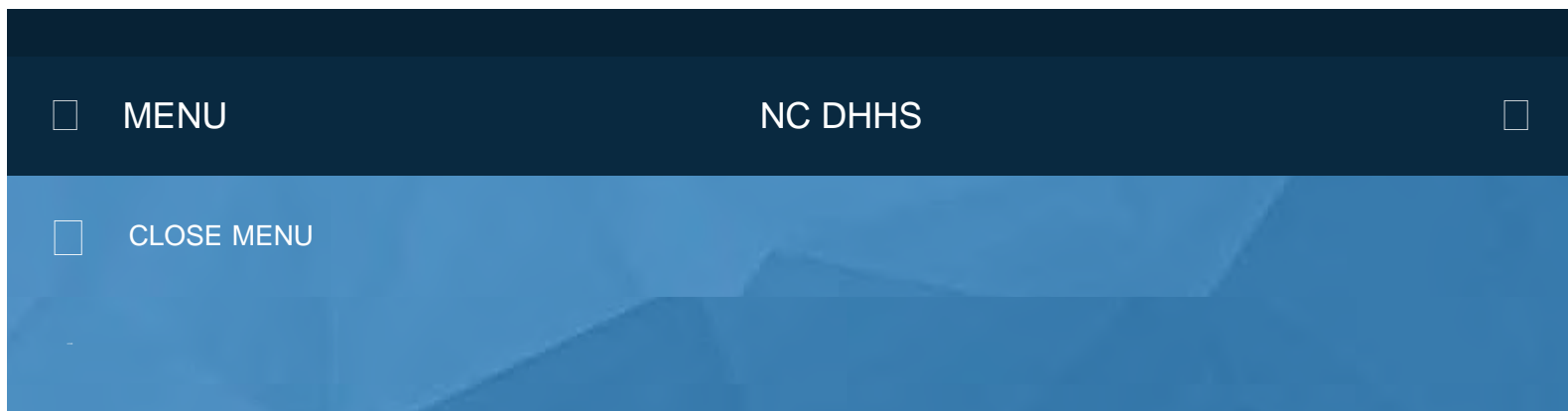
Veterans Initiative

- Investment of \$350,000
- To improve access and engagement for veterans unable or unwilling to access treatment through Veterans Affairs or through TRICARE insurance.



Questions?





Apr 11, 2016

Surrounded by families, children, first responders, advocates and care providers, Governor Pat McCrory unveiled his budget priorities to further promote a healthy North Carolina. The governor's budget proposal will expand services to strengthen families and support North Carolina's most vulnerable citizens.

"As governor, I believe we have an obligation to support people who need assistance to reach their full potential," said Governor McCrory. "Through my budget, we will continue to fulfill this obligation by supporting families caring for aging parents, children with disabilities and those living with mental illness and substance use disorders."

These investments will continue to build on the work Governor McCrory began in 2013 to reform the state's Medicaid program and establish the Crisis Solutions Initiative to address mental health and substance use issues.

After four years of Medicaid shortfalls totaling \$2 billion under the previous administration, North Carolina's Medicaid program is now on target to finish three consecutive years with cash on hand due to responsible management and budgeting.

Governor McCrory outlined several priorities in his budget proposal that support his principle of helping those who can't help themselves while encouraging those who can.

Improving the lives of people with mental illness and substance use disorders (\$30 million)

- Funds emergency housing for adults diagnosed with a primary substance use disorder or serious mental illness who are transitioning out of emergency departments, correctional facilities or institutions.
- Improves connections for individuals with mental health and substance use issues by funding more proactive, regular and often face-to-face contact and support. This case management model for adults will work closely with individuals during transition periods to create personalized plans and prevent hospitalization or interactions with the justice system. For children, this type of case management will focus on those in foster care, the juvenile justice system, and children with intellectual and developmental disabilities.
- Continues the partnership between the justice system and the healthcare system by investing in more specialty courts, such as recovery and drug courts.
- Expands Adult and Youth Mental Health First Aid training, a program with a proven record of success, to increase awareness and reduce stigma for those experiencing a mental health crisis, which promotes early identification and intervention for individuals with mental illness and substance use disorders. Our state is a national leader in this preventive training with more than 18,000 people trained in either adult or youth Mental Health First Aid.
- Addresses the state's heroin and prescription drug use epidemic by increasing funding for Medication-Assisted Treatment and other preventive measures identified by the community and the Governor's Task Force on Mental Health and Substance Use.
- Proposes legislation that would authorize access to Naloxone at pharmacies in North Carolina. Naloxone is a life-saving drug for anyone who overdoses on prescription opioids or heroin. A medical standing order, issued by the state health director, would allow Naloxone to be dispensed to anyone who requests it. More than 2,500 lives have been saved in North Carolina because of Naloxone.
- Invests in child facility-based crisis centers that work closely with Juvenile Justice, foster care programs and schools. These crisis centers will collaborate with case managers and families and will have the capacity to serve children with behavioral health needs who also have intellectual and other developmental disabilities and children who have experienced trauma.

Expanding Medicaid and state services for older adults, including those with Alzheimer's

- Adds 320 new slots to the Community Alternatives Program for Disabled Adults through the Medicaid program. This investment allows individuals and families facing Alzheimer's, older adults and those with disabilities who need support to stay in their homes. Adding these slots will reduce the waiting list for these critical services. (\$3 million)
- Increases funding for family caregiver support services, including respite care for caregivers. (\$1 million)

Expanding Medicaid services for people with developmental disabilities and Autism

- Adds 250 Medicaid Innovations Waiver slots to provide the needed services to help individuals with developmental disabilities live successful lives in the community. (\$2.5 million)
- Builds on the 2015 law that expanded Autism health insurance coverage by ensuring those families who rely on Medicaid for support have the ability to access the same services for autism. Under this initiative, the Department of Health and Human Services will issue clear guidance to Local Management Entities-Managed Care Organizations to ensure that children with Autism Spectrum Disorder receive consistent statewide services under Early and Periodic Screening, Diagnostic and Treatment. The Department of Health and Human Services will also begin working with stakeholders to develop a Medicaid State Plan Amendment that outlines delivery of research-based intensive behavioral health treatments. This State Plan Amendment will be submitted to the Centers for Medicare & Medicaid Services by Sept. 1, 2016.

Continuing Governor McCrory's commitment to high quality early childhood programs by increasing Pre-K slots (\$2 million)

- Increases access to high quality education experiences for an additional 400 at-risk 4 year olds, bringing the total budget to \$146 million, a 14 percent increase from 2012-13.

Keeping our children safe by strengthening the state's child protection system (\$8.6 million)

- Governor McCrory has made significant investments in the child welfare system through state-funded county social service workers to reduce caseloads and a new statewide case management system to ensure workers have the tools they need to be effective.

Invests in the development of a well-qualified, well-trained workforce to support services to families and children, ultimately helping keep children safe in their own homes.

- Uses trauma-informed evidence, a proven best practice, to enhance services to families and children.
- Expands programs across the state that have proven successful at better serving families and children in their own homes, thereby reducing the number of children entering foster care.

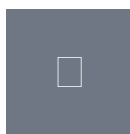
Preparing North Carolina to respond to Zika Virus (\$750,000)

- Provides funding for surveillance across the state, to identify and track the *Aedes aegypti* mosquito, the primary carrier of the Zika virus. North Carolina is proactively preparing a Zika response plan for the state, including having one of the first labs in the nation that can test for the virus. Based on what we know, the likelihood of having the Zika virus actively spread by mosquitoes across North Carolina is low, but we must be prepared.

Governor McCrory will release more details of his Healthy North Carolina budget when he unveils his complete budget proposal later this month.

###

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Issue Date: 04/29/16

The Legislature wrapped up their first week of the short session. The Governor's proposed budget changes for the State Fiscal Year 2016-2017 (SFY16-17) budget passed last year were unveiled on Wednesday. A few bills have already been introduced and it is expected that very few bills will be introduced in the short session as they will have to pertain to budget/appropriations, be introduced by a study commission or be local bills to fit the criteria for bill filing in a short session. There had been hopes that this would, in fact, be a short session given the impending elections. Deliberations on HB2 may extend their adjournment.

RESOURCE FOR YOU! Don't forget that you can tap into the multiple resources located on the [NC Council's Advocacy website](#) to assist you in your communications with legislators. There you will find information and education sheets, a legislative database and important links you need to be an effective advocate.

Governor's Budget At-A-Glance:

Budget Item Proposed by Governor	Funding Amount
<i>Division of MH/I-DD/SAS</i>	
Hire and Train New Broughton Hospital Staff to prepare for transition to the new hospital	\$1.94 million
Implement Governor's Task Force for Mental Health and Substance Abuse Recommendations--	\$30 million [total, broken down as follows]:
Implement recommendations to combat the State's heroin and prescription drug use	\$9 million
Support therapeutic courts and diversion from the justice system to treatment	\$5 million
Comprehensive case management and Supportive Case Management (depending on complexity of needs)	\$13 million
Emergency transitional housing for those with mental illness transitioning out of emergency departments and correctional facilities	\$3 million

Mental Health Investments through the Dorothea Dix Trust Fund	\$20.2 million [total, broken down as follows]:
Training for community members to identify symptoms of MI and render assistance (Mental Health First Aid)	\$2.5 million
Fund 6 scholarships for people proficient in American Sign Language to serve individuals with MI and SUD	\$150,000
Divert people with behavioral health issues from the justice system to treatment	\$3 million
Build local inpatient bed capacity for children	\$2 million
Rural hospital bed construction and/or conversion	\$12 million
Support development of psychiatric advance directives	\$300,000
Veterans outreach to connect them to housing	\$250,000
<i>Division of Medical Assistance</i>	
Adjust the Medicaid Rebase	(\$318,581,272)
Expand support for individuals with Alzheimer's and their families through the CAP/DA waiver slots	\$3 million
Increase Innovations waiver slots by 250 as of January 1, 2017	\$2,595,840
Retain and Train Medicaid workforce in preparation for managed care	\$2 million
Medicaid Critical Personnel in the areas of business information office, clinical management, and operations in transition to managed care	\$2,059,531
Invest in Medicaid Reform by providing funds to assist Division of Health Benefits to transform Medicaid and Health Choice	\$1 million

Bills Introduced this week:

H967: Prepaid Health Plans Licensing by DOI (for the Community Plans and Provider-Led Entities that contract with DHHS under Medicaid managed care). Referred to Committee on Insurance.

H968: Medicaid Transformation Reporting (gives October 1, 2016 requirement for DHHS report to the General Assembly on Medicaid Transformation and progress in submission of the 1115 Medicaid waiver and other waivers). Referred to Appropriations.

House and Senate Request/Filing Deadlines

Bills Recommended by Study Commissions: to bill drafting by 4/26/16, filed by 4 p.m. 5/10

Bills Directly or Primarily Affecting Budget: to bill drafting by 4/27/16, filed by 4 p.m. 5/10



By the end of 2017, the North Carolina General Assembly will have cut \$262 million in state funds (“single stream funding”) that are managed by our LME/MCOs for Mental Health, Intellectual/Developmental Disabilities and Substance Use Disorder services. Each month, state funds support 25,000 uninsured or under-insured North Carolinians seeking MH/I-DD/SUD services. The 2016-2017 budget bill cuts single stream funding by \$110,808,752 this year and \$152,850,133 next year.

The General Assembly is requiring the LME/MCOs to replace cut state funds with their savings, or “fund balance” money. **However, the LME/MCOs cannot fill the gap left by another \$152.8 million cut next year without taking away potential for serving new consumers to our system and building a stronger system.**

We are asking the General Assembly to restore these funds to ensure that our most vulnerable citizens receive the care that they need to be stable and productive North Carolinians.

The Impact of an Additional \$152.8 M Funding Cut

- Legislators are turning their backs on the over 26,000 NC citizens who are already served in the LME/MCO provider network each month with State funds. Of the 1.47 million uninsured North Carolinians who do not qualify for Medicaid, these 26,000 people represent the most vulnerable and needy segment.
- This cut equates to an historic, unprecedented 88% funding cut to MH/I-DD/SUD state funded services which will likely garner national media attention.
- Already crowded Emergency Departments will be the only option for North Carolinians who lose services or cannot get services. Approximately 40% of the individuals who go to Emergency Rooms with MH/SUD issues are uninsured and underinsured.
- Over 10,000 North Carolinians with Intellectual/Developmental Disabilities are on the waiting list for Medicaid services. While waiting for a Medicaid “slot”, many of these individuals are served with state funds. This state funding cut will have a significant impact on these individuals and their families.
- This cut represents legislators’ broken commitment to our system of care and broken promise to our citizens for a future that offers better solutions for local crisis response. Our citizens who need crisis care will continue to use local Emergency Rooms as a first choice.
- Proposed cuts threaten to create dire health results which will require higher healthcare costs and in the end, someone will pay.

For more information contact
Ann Rodriguez at 919-744-7937,
ann@nc-council.org

Local Reinvestment Projects that May be Compromised:

- Crisis services and alternatives to Emergency Department use
- Evidence-Based Services and Supports
- Integrated/Comprehensive, Whole Person Care
- Housing
- Employment
- Technology

Why LME/MCO Fund Balances Cannot Fill the Gap

- By July 1st, 2016, most available State reserve funds will be exhausted due to the \$110 million cut this FY.
- LME/MCOs must use their savings to reinvest in the system. Reinvestment can mean maintaining adequate cash flow for providers' claims, expanding services, investing in local community priorities and setting aside necessary funds to cover operational risks.
- LME/MCO savings are being used to fund critical provider rate increases until Per Member Per Month (PMPM) rates are updated by the state and incorporated into payment structures.
- The DHHS Secretary has directed the LME/MCOs to consolidate from eight to four with no funding support. Consolidation and reorganization cost money, and can only be financed through savings.
- The LME/MCOs have responded to requests from the DHHS to cover the critical shortfall in funding of group homes and are using dollars from their fund balances to do so.
- The State requires the LME/MCOs to maintain a risk reserve, which is also a restricted fund balance. The risk reserve is funding that is set aside to protect the LME/MCOs and the state against financial losses. These funds cannot be spent without the permission of the Secretary.

For more information contact
Ann Rodriguez at 919-744-7937,
ann@nc-council.org



BACKGROUND

In 2011, Smoky Mountain LME/MCO responded to the second Request for Applications (RFA) issued by the N.C. Division of Medical Assistance (DMA) for statewide expansion of the 1915(b)/(c) Waiver. The goals of waiver expansion were to improve access to services and the quality of services and to achieve greater benefits with lower costs. Although not expressly stated in Session Law 2011-264, the RFA or the waiver itself, it was understood that any savings in the Medicaid capitation would be reinvested in the public mental health, intellectual/developmental disabilities and substance use (MH/IDD/SU) system at the discretion of the managed care organization (MCO). The state believed reinvesting savings into community services and supports, as opposed to corporate profits or other non-MH/IDD/SU reinvestment purposes, was a significant advantage of the public approach. Therefore, given the original intent surrounding the use of savings, some have questioned the decision to use Medicaid savings to offset reductions in state single stream funding.

The N.C. Department of Health and Human Services (DHHS) selected Smoky to begin operation of the combined 1915(b)/(c) Medicaid Waiver in 15 counties on July 1, 2012, and we looked forward to the opportunity to reinvest our potential savings back into our communities. However, less than a year later, DHHS terminated its contract with Western Highlands Network (WHN), and we assumed responsibility for the eight WHN counties effective October 1, 2013. WHN financial operations and claims processing were in grave condition, requiring immediate stabilization and forensic evaluation. The work associated with closing out WHN operations and finances consumed a large amount of resources through the end of 2014 and beyond, necessarily delaying our initial community reinvestment plans.

After closing out WHN operations, our first significant reinvestment project was the development of a Tier IV 24/7 behavioral health urgent care (BHUC) service that is now known in the community as C3356. Full project implementation will take roughly 18 months: planning began in fall 2014, some services started in July 2015, the pharmacy opened in September 2015 and full service availability is scheduled for early summer 2016. This rapid development was the result of a phenomenal collaboration with Buncombe County, RHA Health Services, Mission Health and others. To be successful, reinvestment initiatives require significant research, planning, leadership, staff time and collaboration with community partners, in addition to funding. Simply writing a check does not solve many of the long-term systemic issues and barriers within the MH/IDD/SU system. For example, in 2011 we began working with county commissioners, a local provider and the N.C. Housing Finance Agency to develop a facility-based crisis (FBC) center in Caldwell County. Groundbreaking is on schedule for March 2016, a full five years since we began working on the project.

The Smoky Board of Directors approved a community and capital reinvestment plan for SFY 15-16 totaling more than **\$10.2 million in fund balance reserves**. The reinvestment plan includes the following projects designed to leverage community and grant funding opportunities and enhance the existing crisis services delivery system in western North Carolina:

Vision: Creating a robust crisis continuum will help divert individuals from long waits at and costly visits to hospital emergency departments (EDs).

Initiative	Description	Cost	Outcome
C3356 and child facility-based crisis center (FBC)	Using state Crisis Solutions Initiative grant funding awarded to Smoky, we developed the C3356 BHUC in partnership with Mission Health, RHA Health Services, Buncombe County Health and Human Services, Asheville Buncombe Community Christian Ministries and NAMI Western North Carolina. The second phase of this project will be the development of one of the first child FBC centers in North Carolina at the previous adult FBC (the Neil Dobbins Center).	We expended nearly \$1.7 million of our fund balance in relocation expenses in 2015 to kick off the project and committed another \$500,000 for ongoing operational expenses this fiscal year. Other funds include \$800,000 (plus \$383,000 in in-kind investments) from Buncombe County Health and Human Services, a \$2 million grant from DHHS/Crisis Solutions Initiative and \$1 million from Mission Health.	C3356 is already diverting individuals from the ED and providing crisis intervention, response and stabilization services and supports within a recovery-oriented system of care. Soon, it will include a peer living room model and community pharmacy under one roof.
Caldwell FBC	Smoky has spearheaded construction of a new adult FBC center in Caldwell County to better serve individuals from Smoky's easternmost counties. This is a collaborative project between Smoky, Foothills Foundation and the North Carolina Housing Finance Agency. Other partners include Caldwell County, RHA, Caldwell Memorial and McDowell hospitals and local law enforcement agencies. The FBC is scheduled to break ground in spring 2016.	We contributed \$320,000 toward construction and obtained \$780,000 in grant funding from the Foothills Foundation. The N.C. Housing Finance Agency contributed \$620,000 .	The FBC will help divert individuals from the ED in Alexander, Caldwell, McDowell and surrounding counties.

Vision: Creating a robust crisis continuum will help divert individuals from long waits at and costly visits to hospital emergency departments (EDs).

Initiative	Description	Cost	Outcome
McDowell Comprehensive Care Center expansion	As part of Caldwell FBC activities, we will extend hours and provide BHUC and advanced clearance for admission to the Caldwell facility at the existing comprehensive care center in McDowell County.	TBD	This project aims to provide increased access to enhanced MH/SU services in McDowell County and more easily facilitates admission to the Caldwell FBC.
Balsam Center FBC	Smoky is working to expand and upgrade the existing FBC center in Haywood County from 12 to 16 beds and develop an enhanced involuntary commitment (IVC) drop-off process at the facility.	We will contribute \$400,000 in funds to support building renovations being conducted by the Evergreen Foundation.	The expansion of beds will provide additional capacity for the westernmost Smoky counties and will assist local law enforcement agencies by providing a secure IVC drop-off site. This will enhance law enforcement efficiency and improve outcomes for individuals.
Northern region FBC	Smoky is working to develop a FBC center in our Northern Region starting in 2017.	We have reserved \$1.3 million of fund balance.	The FBC will improve access to crisis care and divert individuals from the ED.

In addition to the improvements to our crisis continuum, the SFY 15-16 reinvestment plan includes the following initiatives:

Vision: Improve care for the people we serve, support our contracted providers and reinvest in our local communities.

Initiative	Description	Cost	Outcome
ICF rate increase	In response to documentation showing that rates had not kept pace with costs and/or were not comparable with similar facilities, we increased rates for our contracted intermediate care facilities (ICFs).	\$1.3 million	We stabilized a critical component of care for individuals with I/DD, ensuring an ongoing level of quality care in the community.



Vision: Improve care for the people we serve, support our contracted providers and reinvest in our local communities.

Initiative	Description	Cost	Outcome
Integrated care initiatives	In collaboration with the Mountain Area Health Education Center (MAHEC) and Mission Medical Practices, we are developing and expanding whole-person care across our network through broad-based integrated care training and other initiatives.	\$1.3 million reserved	Benefits include increased education for medical practices, practitioners and behavioral health providers; improved integration of behavioral health and I/DD services into medical practices; and improved integration of medical services into Smoky's contracted behavioral health and I/DD providers.
Group home bridge funding	These funds offset the loss of group home bridge funding from DHHS.	More than \$250,000	This funding allows individuals with mental illness and/or I/DD to remain in safe, long-term residential placements.
Substance use recovery housing	This entails developing and/or expanding housing for individuals in recovery from substance use who need stable housing to maintain long-term recovery.	\$250,000	This activity fills a gap in the service system that contributes to the cycle of addiction and, in particular, will assist individuals discharging from state Alcohol Drug Abuse Treatment Centers (ADATC) to continue their recovery post-discharge.
Technology expo	We are creating and sponsoring a Health Technology Expo in May 2016 to educate providers, as well as consumers and families, about new technologies that can help individuals to live more independent lives.	\$250,000	The expo aims to increase levels of wellbeing and community independence for a range of individuals able to benefit from these technologies, thus potentially reducing service costs, crisis interventions and institutional placement.

Committed to building communities where people get the help they need to live the lives they choose.



Vision: Improve care for the people we serve, support our contracted providers and reinvest in our local communities.

Initiative	Description	Cost	Outcome
Naloxone initiative	In response to the opioid epidemic gripping the country, we invested in supplies of Narcan®, the first FDA-approved nasal spray version of naloxone hydrochloride, to be distributed to targeted agencies throughout our 23 counties. We are working on this initiative in partnership with the Governor’s Office, DHHS and the N.C. Harm Reduction Coalition.	\$100,000	The initiative will have an immediate impact by saving lives, providing an opportunity for treatment and recovery and avoiding family trauma associated with deaths that would otherwise result from opioid overdose.
Heroin summit	Smoky plans to provide financial support for the Spring 2016 Heroin Summit, sponsored by the U.S. Attorney for the Western District of North Carolina.	Up to \$10,000	This activity builds relationships, educates and promotes anti-stigma awareness for law enforcement and community partners.

FUNDING UNAVAILABLE FOR REINVESTMENT - RESTRICTED FOR SPECIAL PURPOSES

It should also be noted that as a government agency and contracted MCO, we are required to maintain the following reserves for specific contractual, accounting or statutory purposes. These funds, totaling approximately **\$61.9 million as of December 31, 2015**, are not available to us for community reinvestment initiatives or development of new services:

\$29.5 million	30 Days Operating Cash required by Waiver Contract
\$21.7 million	1915 (b)/(c) Waiver Risk Reserve required by Contract
\$5,952,855	Non-cash assets reserved pursuant to N.C.G.S. § 159-8(a), which requires us to operate under an annual balanced budget ordinance
\$1.2 million	Accrued Annual Leave payout
\$1 million	Insurance Premium Liability
\$1 million	Retention Risk Pool (reserves to cover insurance deductibles in event of claims)
\$994,000	Post-Employment Benefits under Local Government Employees Retirement System (LGERS)
\$500,000	Unemployment Compensation reserve

Committed to building communities where people get the help they need to live the lives they choose.



Assuming our fund balance projections remain stable, we plan to remain deeply engaged with our communities about additional reinvestment opportunities. We are currently meeting with representatives from each of our 23 counties to identify which projects and other activities fulfil the greatest needs and have the most impact on our communities. However, a number of factors outside our control will affect the viability of these projects – factors such as development time, annual negotiation around capitation rates, potential funding cuts, increased business operation costs, legislative and public policy changes and future mergers. It should be emphasized that the very nature of our MCO business is that it operates at risk. We must proceed with a degree of financial caution to protect the organization from dynamic changes that cannot be fully planned or predicted. Experience has shown that financial and operational success cannot be guaranteed. As a steward of taxpayer dollars, we must be prudent in our financial planning.

Please also note that as a result of the recent single stream funding reduction in Session Law 2015-241 (House Bill 97), we will expend approximately **\$14.8 million** of our fund balance in SFY 15-16 to maintain state-funded services for uninsured and under-insured individuals in our catchment area. Assuming no changes to the Session Law or the methodology for determining LME/MCO contribution, we will expend approximately **\$20.6 million** of our fund balance in SFY 16-17 to maintain state-funded services, detracting from our ability to move forward on many important, needed reinvestment projects.

Within the context of those limiting factors, additional reinvestment needs under discussion include jail diversion services, expansion of transportation services to increase access in rural area, suicide and substance use prevention efforts, anti-stigma initiatives and further development of integrated and collaborative care pilot projects throughout western North Carolina. Projects identified for the tentative next phase of development include:

<i>Vision: Expand services, reduce stigma and continue to develop integrated and collaborative care efforts across our catchment area.</i>			
Initiative	Description	Cost	Outcome
I/DD crisis service expansion	This entails expansion of crisis services options for individuals with I/DD, including crisis respite services.	\$1,000,000	We plan to reduce the numbers and length of stays for I/DD individuals waiting on disposition in hospital EDs. This will improve treatment outcomes for the individuals and reduce hospital ED expenses.
Youth Villages Lifeset™ program	We plan to expand the Lifeset™ program to cover all 23 Smoky counties and all individuals aged 16-21 transitioning out of the foster care system.	Up to \$2,000,000	This program will better assist young adults in their transition from the child treatment system. This program has been shown to reduce costs in the adult treatment and legal systems, while simultaneously demonstrating exceptional outcomes for the individual.

Vision: Expand services, reduce stigma and continue to develop integrated and collaborative care efforts across our catchment area.

Initiative	Description	Cost	Outcome
Child/family reunification project	Smoky will reassess all children currently in Psychiatric Residential Treatment Facilities (PRTF) and develop a plan for returning them to their local communities with enhanced wrap-around supports.	\$100,000	This program will help reduce the number of children currently served in PRTF levels of care and enhance outcomes for successful reunification with the child’s family or other natural supports.
Community engagement and awareness project	This project includes placing member education and screening kiosks at local Departments of Social Services or other community gathering spots.	\$1,000,000	These kiosks will help educate individuals and increase awareness about behavioral health issues, connecting users with available resources and providing information on where to seek support prior to going to an ED.
Expansion of Medication Assisted Treatment for opioid users	This project will recruit, train and fund providers across Smoky’s catchment area to provide medication-assisted SU treatment to the Medicaid and the un- and under-insured populations.	\$1,000,000 per year in fund balance reserves	Improved access to treatment will assist individuals in their recovery and allow them to return to active employment and community involvement, thus reducing costs in the legal system and other community programs.
Jail diversion program	This program will expand funding to help divert individuals with mental illness and substance use disorders from local jails into treatment services.	\$400,000 per year in fund balance reserves	This will assist us in engaging individuals with MH/SU problems in treatment services and to divert unnecessary detention in local jails. This will also serve to reduce the local jail population and the burden on those jails for treating individuals with MH/SU while incarcerated.



Vision: Expand services, reduce stigma and continue to develop integrated and collaborative care efforts across our catchment area.

Initiative	Description	Cost	Outcome
Peer-run recovery centers	These centers will help develop peer-run recovery/ day programs for individuals recovering from substance use disorders.	\$500,000	This will improve the recovery system for individuals recovering from addiction by providing a supportive day program for them to access after they have completed treatment services, thus increasing recovery supports and reducing potential relapse and re-entry into the treatment system.
SOAR expansion	We plan to expand the Social Security Income (SSI)/Social Security Disability Insurance (SSDI) Outreach, Access, and Recovery (SOAR) initiative to targeted areas within the Smoky catchment area.	\$180,000	This initiative will help homeless individuals obtain Social Security disability benefits. It plays an important role in jail diversion and successful reentry for inmates back into the community, reducing reliance on state-funded services.
TCLI legal aid	This priority funds legal aid services to individuals eligible for the Transitions to Community Living Initiative (TCLI) with eviction prevention and housing barriers, including ADA accommodation needs, criminal records and credit histories.	\$150,000	This will increase our successes in moving individuals into permanent housing as they transition from long-term care facilities under the TCLI initiative.



SUMMARY OF FUNDS

Fund balance as of December 31, 2015	\$105,898,943.75
Funds restricted as of December 31, 2015	\$69.4 million
	<i>NOTE: \$61.9 million in current restrictions plus \$7.5 million committed but not yet spent on second half single stream replacement</i>
Funds reserved for community and capital reinvestment as of December 31, 2015	\$10.2 million
Funds pending Board approval for identified community reinvestment projects	\$6.33 million
Pending FY 2017 single stream replacement	\$20.6 million

LEVERAGED FUNDING FROM PARTNER ORGANIZATIONS

C3356	
N.C. DHHS Crisis Solutions Initiative	\$2 million
Mission Health	\$1 million
Buncombe County Health and Human Services	\$800,000, plus \$383,000 in-kind
C3356 total leveraged	\$4.2 million
Caldwell FBC	
N.C. Housing Finance Agency	\$620,000
Foothills Foundation	\$780,000
Caldwell FBC total leveraged	\$1.4 million
Balsam Center expansion	
Evergreen Foundation	\$400,000
Balsam Center expansion total leveraged	\$400,000
TOTAL LEVERAGED FUNDING	\$5,983,000

AGENDA ITEM 7:

PROPOSED PROCLAMATION FOR ELDER ABUSE AWARENESS DAY

MANAGER’S COMMENTS:

Ms. Betsy Richards and Ms. Angie Boitnotte will present proclamation declaring June 15, 2016, as “World Elder Abuse Awareness Day” in North Carolina.

Board action is requested to adopt the proclamation as presented.



Watauga County
Department of Social Services

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Tom Hughes
 Director

MEMORANDUM

TO: Deron Geouque, County Manager

FROM: Betsy Richards, Adult Services Supervisor

DATE: May 26, 2016

SUBJ: Request for Board of Commissioners' Recognition of Vulnerable Adult and Elder Abuse Awareness Month 2016

Attached, please find Governor Pat McCrory's Proclamation for Vulnerable Adult and Elder Abuse Awareness Month 2016 and World Elder Abuse Awareness Day on June 15, 2016. Governor McCrory has proclaimed May 8, 2016 through June 19, 2016 as Vulnerable and Elder Abuse Awareness Month in North Carolina. This timeframe ties the awareness period to both the Mother's Day and Father's Day holidays, in the hopes of reinforcing the spirit of respecting and valuing, not just parents, but all elders.

In state fiscal year 2015, there were 24,545 reports of abuse, neglect or exploitation of vulnerable and older adults made to North Carolina's 100 County Departments of Social Services, an increase of more than 60% since 2008. Unfortunately, national and international research shows that abuse, neglect and exploitation of vulnerable and older adults are grossly under reported. Reports are made not only by doctors and other professionals, but by family members and concerned citizens in our communities. North Carolina's vulnerable and older adults of all social, economic, racial and ethnic backgrounds may be targets of abuse, neglect or exploitation which can occur in families, long-term care facilities and communities. Protecting North Carolina's vulnerable and older adults is a community responsibility and all citizens are charged under state law to report suspected abuse, neglect or exploitation to their local County Department of Social Services.

The Division of Aging and Adult Services partners with County Departments of Social Services and other agencies at the county and state level to offer statewide programs for adult protective services and increase awareness about elder abuse and consumer fraud. Locally, Watauga County has an Elderly and Disabled Adult Abuse Prevention Team that meets monthly and is a voluntary collaboration of several community-based agencies and organizations whose primary goal is to protect and promote the health and welfare of elderly and disabled adults within Watauga County.

We all have the responsibility to support the safety, welfare, and dignity of North Carolina's vulnerable and older adults. We urge all citizens to work together to help protect adults from abuse, neglect, and exploitation. It is imperative that North Carolinians refuse to tolerate the indignity of Elder Abuse.

Thank you for your consideration.

Enclosures

DRAFT

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

**WORLD ELDER ABUSE AWARENESS DAY
JUNE 15, 2016
A PROCLAMATION**

WHEREAS, Watauga County’s seniors deserve to live safely with dignity, and as independently as possible, with the supports they need; and

WHEREAS, Elder abuse is most often defined as any act that harms a senior or jeopardizes his or her health or welfare. Victims of this crime come from all walks of life and does not discriminate among social, racial, ethnic, or religious backgrounds; and

WHEREAS, Eliminating abuse to older persons is each community’s responsibility; the County of Watauga is concerned about the risk to our older residents who suffer from neglect or are victims of financial, emotional or physical abuse; and

WHEREAS, All of our residents should watch for signs of abuse such as physical trauma, withdrawal, depression, anxiety, fear of family members, friends or caregivers; and

WHEREAS, Watauga County joins North Carolina, this nation, and the world in recognizing World Elder Abuse Awareness Day.

NOW, THEREFORE, BE IT PROCLAIMED that the Watauga Board of Commissioners and the people of our great county, do hereby proclaim June 15, 2016 as Elder Abuse Awareness Day and encourage everyone to commit to build safer communities for our vulnerable adult and elderly residents.

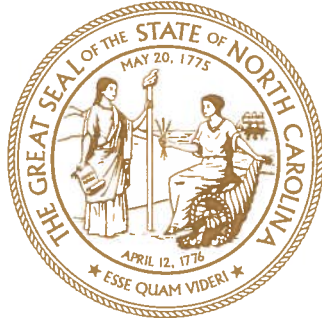
ADOPTED this the 6th day of June, 2016.



Jimmy Hodges, Chairman
Watauga County Board of Commissioners

ATTEST:

Anita J. Fogle, Clerk to the Board



State of North Carolina

PAT McCrORY
GOVERNOR

VULNERABLE AND ELDER ABUSE AWARENESS MONTH

2016

BY THE GOVERNOR OF THE STATE OF NORTH CAROLINA

A PROCLAMATION

WHEREAS, North Carolina joins the world in recognizing World Elder Abuse Awareness Day every June 15th; and

WHEREAS, protecting North Carolina's vulnerable and older adults is a community responsibility and all citizens are charged under state law to report suspected abuse, neglect or exploitation to their local County Department of Social Services; and

WHEREAS, North Carolina's vulnerable and older adults of all social, economic, racial and ethnic backgrounds may be targets of abuse, neglect or exploitation which can occur in families, long-term care settings and communities; and

WHEREAS, in state fiscal year 2015 there were 24,545 reports of abuse, neglect or exploitation of vulnerable and older adults made to North Carolina's 100 County Departments of Social Services, an increase of 60 percent since 2008; and

WHEREAS, national and international research show that abuse, neglect and exploitation of vulnerable and older adults are grossly under reported; and

WHEREAS, the Division of Aging and Adult Services partners with County Departments of Social Services and other agencies at the county and state level to offer statewide programs for adult protective services and increase awareness about elder abuse and consumer fraud; and

WHEREAS, the State of North Carolina enacted the nation's first elder abuse law and recognizes the need for a comprehensive system of protection for vulnerable and older adults; and

WHEREAS, Mother's and Father's Days are national holidays intended to honor, respect, and promote the dignity and well-being of our parents;

NOW, THEREFORE, I, PAT McCRORY, Governor of the State of North Carolina, do hereby proclaim May 8 – June 19, 2016, as "**VULNERABLE AND ELDER ABUSE AWARENESS MONTH**" in North Carolina, and commend its observance to all citizens.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the State of North Carolina at the Capitol in Raleigh this fourteenth day of April in the year of our Lord two thousand and sixteen, and of the Independence of the United States of America the two hundred and fortieth.



Pat McCrory
PAT McCRORY
Governor

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AGENDA ITEM 8:**REQUEST TO ACCEPT 2016 COMMUNITY WASTE REDUCTION AND RECYCLING GRANT****MANAGER'S COMMENTS:**

Ms. Heather Bowen, Recycling Coordinator, will request the Board accept a grant from the North Carolina Department of Environmental Quality. The purpose of the grant is to assist in the purchase of four (4) closed top roll off containers to collect recycling materials at the county schools.

The grant is for \$20,000 with a local match of \$5,790.80 to be paid by the Watauga County School System. The matter was discussed during the annual budget process and the FY 2016-2017 budget includes funds for this project.

Board approval is required to accept the grant from the North Carolina Department of Environmental Quality in the amount of \$20,000 with the \$5,790.80 match to be paid by the Watauga County School System.

Watauga County Sanitation
Recycling Office

Memo

To: Deron Geouque
From: Heather Bowen, Recycling Coordinator
cc: JV Potter, Donna Watson
Date: May 18th, 2016
Re: Request to Accept 2016 CWAR Grant (related to School Recycling)

This is a request to accept grant funds from the *North Carolina Department of Environmental Quality*, "2016 Community Waste Reduction and Recycling Grant" that will assist in purchase of 4 closed top, divided, 30 yard roll off containers to collect school recycling materials. Three of these containers will be placed at 3 of the most remote schools; the fourth container would be used to swap out when hauling the primary containers. This project will assist the Watauga County School Board and their Maintenance Department in the more organized collection of school recycling.

Overall Project Cost: Estimated at \$25,790.80

Total CWRAR Grant Awarded: \$20,000

School Board Match: \$5,790.80

Item	State Grant Award	Cash Match	Total
	\$20,000.00	\$5,790.80	\$25,790.80
TOTALS		\$5,790.80	\$25,790.80

- *Cash Match will be paid by the Watauga County School Board. Amounts will be planned for their 2016-2017 budgets.*



PAT MCCRORY
Governor

DONALD R. VAN DER VAART
Secretary

May 12, 2016

Ms. Heather Bowen
Watauga County
Sanitation Department
336 Landfill Road
Boone, NC 28607

Dear Ms. Bowen:

Enclosed is a copy of Contract No. 6875 between the North Carolina Department of Environmental Quality, formerly the Department of Environment and Natural Resources and **Watauga County Sanitation Department** for the Division of Environmental Assistance and Customer Service – **2016 Community Waste Reduction and Recycling Project**.

Recent legislation requires each vendor, prior to contracting with the State, to complete a Certification of Eligibility under the Iran Divestment Act (Attachment D), please have an *authorized official* complete and sign this Certification.

Please have an authorized representative sign the enclosed document in **BLUE INK (an original signature is required)** and return document via e-mail for execution by the Department.

Please be advised that no work can be performed under this contract until both the **Grantee and Department** have executed the contract. *Failure to return the documents within fifteen (15) days, for execution by the Department may result in the Department's withdrawal of the offered contract.* Should you have any questions, please contact Purchasing Agent Marjorie Barber at (919) 707-8539.

Sincerely,

Tommy Kirby
Purchasing Director
Financial Services Division
Purchase and Contract Section

Enclosures

cc: Joseph Fitzpatrick, DEQ Division of Environmental Assistance and Customer Service



GRANT CONTRACT NO. 6875

STATE OF NORTH CAROLINA
COUNTY OF WAKE

GRANTEE'S FEDERAL
IDENTIFICATION
NUMBER: ** - ***1816

This Contract is hereby made and entered into this **1st DAY OF JULY, 2016**, by and between the **NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY** (the "Agency") and **WATAUGA COUNTY SANITATION DEPARTMENT**, (the "Grantee") (referred to collectively as the "Parties").

1. Contract Documents: This Contract consists of the Grant Contract and its attachments, all of which are identified by name as follows:

- (1) Grant Contract No. 6875
- (2) General Terms and Conditions (Attachment A)
- (3) Agency's Request for Proposal (RFP) (Attachment B)
- (4) Grantee's Response to Agency's RFP, including line item budget and budget narrative and *if applicable*, indirect cost documentation (Attachment C)
- (5) Iran Divestment Act Certification (Attachment D)

These documents constitute the entire agreement between the Parties and supersede all prior oral or written statements or agreements. The Parties may enter into Contract Amendments in accordance with the General Terms and Conditions as described in Attachment A.

- 2. Precedence Among Contract Documents:** In the event of a conflict between terms of the Contract Documents, the term in the Contract Document with the highest relative precedence prevails. The order of precedence is established by the order of documents in Paragraph 1, above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple Contract Amendments, the most recent amendment has the highest precedence and the oldest amendment has the lowest precedence.
- 3. Contract Period:** This Contract shall be effective on **July 1, 2016** and shall terminate on **June 30, 2017**.
- 4. Project Period:** The Grantee shall begin the project on **July 1, 2016**. The Grantee shall undertake and complete the project in a sequence that assures expeditious completion in light of the purposes of this agreement. Grantee shall complete the project on **June 30, 2017**.
- 5. Grantee's Duties:** The Grantee shall complete the project as described in Attachment C, **Watauga County Sanitation Department, 2016 Community Waste Reduction and Recycling – School Recycling Roll Offs Project** and in accordance with the approved budget in Attachment C, as well as meeting the Other General Terms and Conditions of the Agency's Division of Environmental Assistance and Customer Service's 2016 Community Waste Reduction and Recycling Request for Proposal (Attachment B).
- 6. Agency's Duties:** The Agency shall pay the Grantee in the manner and in the amounts specified in the Contract Documents.

The total amount paid by the Agency to the Grantee under this Contract shall not exceed **TWENTY THOUSAND DOLLARS (\$20,000.00)**.

This amount consists of:

Type of Funds	Funding Source	CFDA No.
Appropriations	NC General Assembly	N/A

Accounting Code Information:

Dollars	GL Company	GL Account	GL Center
\$20,000.00	1602	536961	6760

- a. There are no matching requirements from the Grantee.
- b. There are no matching requirements from the Grantee; however, the Grantee has committed the following match to this project:

	In-Kind	\$
	Cash	\$
	Cash and In-Kind	\$
	Other / Specify:	\$

- c. The Grantee's matching requirement is **\$5,790.80**, which shall consist of:

	In-Kind	\$
X	Cash	\$5,790.80
	Cash and In-Kind	\$
	Other / Specify:	\$

- d. The Grantee has committed to an additional \$ to complete the project as described in Attachment C.

The Grantee warrants contributions from the Grantee shall be sourced from non-federal funds.

The total contract amount is **\$25,790.800**.

7. Reversion of Unexpended Funds

Any unexpended grant funds shall revert to the Agency upon termination of this Contract.

8. Reporting Requirements:

Pursuant to 09 NCAC Subchapter 03M, a Grantee that receives State funds shall maintain, for inspection by the Office of the State Auditor, reports and accountings that support the allowable expenditure of State funds. The Grantee shall also abide by the following reporting thresholds: (1) a Grantee receiving less than \$25,000 shall also include a certification and accounting, completed by the Grantee Board, stating that the funds were received and used for the purpose in which they were granted; (2) a Grantee receiving between \$25,000 to \$500,000 shall also include a certification of accounting and description, completed by the Grantee Board, stating the funds were received and used for the purpose in which they were granted; (3) a Grantee receiving greater than \$500,000 shall include a certification and description, completed by the Grantee Board, stating that the funds were received and used for the purpose in which they were granted, and an audit prepared by a licensed Certified Public Accountant." If the Grantee receives \$500,000 or more in FEDERAL awards during its fiscal year from any source, including federal funds passed through the State or other grantors, it must obtain a single audit or program-specific audit conducted in accordance with the Federal Office of Management and Budget's Circular A-133 "Audits of States, Local Government and Non-Profit Organizations." If the above amounts are not met by one single funding agency, but rather any combination of funding agencies, then the appropriate reports shall be sent to the Office of the State Auditor and to the Agency. Also, a corrective action plan for any audit findings and recommendations must be submitted along with the audit report or within the period specified by the applicable OMB Circular or Memorandum.

9. Payment Provisions:

The Agency shall reimburse the Grantee for actual allowable expenditures with the Agency retaining a minimum of ten percent (10%) of the Agency's funds until all required activities are completed and reports/deliverables are received and accepted by the Agency. Allowable expenditures are defined as expenditures associated with work performed to meet the milestones for a specific reporting period. The Agency may withhold payment on invoices when the Grantee fails to accomplish the milestones stated in Attachment C.

10. Invoices: The Grantee shall submit invoices to the Agency Contract Administrator at least quarterly. The final invoice must be received by the Agency within forty-five (45) days following the end of the contract period.

Amended or corrected invoices must be received by the Agency's Office of the Controller within six (6) months following the end of the contract period. The Agency will not pay any invoice received more than six (6) months after the end of the effective period.

11. Contract Administrators: All notices permitted or required to be given by one party to the other, and all other questions about the Contract shall be addressed and delivered to the Parties' Contract Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' initial Contract Administrators are set out below. Either Party may change the name, post office address, street address, telephone number, fax number, or email address of its Contract Administrator or Principal Investigator or Key Personnel by giving timely written notice to the other Party.

Any changes in the scope of the contract which increase or decrease the Grantee's compensation are not effective until approved in writing by the Agency's Head or Authorized Agent.

Agency Contract Administrator:
Joseph Fitzpatrick Division of Environmental Assistance and Customer Service 1639 Mail Service Center Raleigh, NC 27699-1639 Telephone: (919) 707-8121 Email: joseph.fitzpatrick@ncdenr.gov

Grantee Contract Administrator:	Grantee Principal Investigator or Key Personnel
Deron T. Geoouque County Manager Watauga County 814 West King Street, Suite 205 Boone, NC 28607 Telephone: (828) 265-8000 Fax: (828) 264-3230 Email: deron.geoouque@watgov.org	Heather Bowen, Recycling Coordinator Watauga County Sanitation Department 336 Landfill Road Boone, NC 28607 Telephone: (828) 264-5305 Fax: (828) 264-1702 Email: heather.bowen@watgov.org

12. Grantee Principal Investigator or Key Personnel: The Grantee shall not substitute the Principal Investigator or Key Personnel assigned to the performance of this Contract without prior written approval by the Agency Contract Administrator.

13. Supplantation of Expenditure of Public Funds:

The Grantee assures that funds received pursuant to this Contract shall be used only to supplement, not to supplant, the total amount of Federal, State and local public funds that the Grantee otherwise expends for **Watauga County Sanitation Department, 2016 Community Waste Reduction and Recycling** services and related programs. Funds received under this Contract shall be used to provide additional public funding for such services; the funds shall not be used to reduce the Grantee's total expenditure of other public funds for such services.

- 14. Grantee's Disbursements:** As a condition of this Contract, Grantee acknowledges and agrees to make disbursements in accordance with the following requirements:
- a. Implement adequate internal controls over disbursements;
 - b. Pre-audit all vouchers presented for payment to determine:
 - Validity and accuracy of payment
 - Payment due date
 - Adequacy of documentation supporting payment
 - Legality of disbursement
 - c. Assure adequate control of signature stamps/plates;
 - d. Assure adequate control of negotiable instruments; and
 - e. Implement procedures to ensure that account balance is solvent and reconcile the account monthly.
- 15. Outsourcing:** The Grantee certifies that it has identified to the Agency all jobs related to the Contract that have been outsourced to other countries, if any. Grantee further agrees that it will not outsource any such jobs during the term of this Contract without providing notice to the Agency and obtaining written approval from the Agency Contract Administrator prior to outsourcing.
- 16. E-Verify:** As required by G.S. §143-48.5 (Session Law 2013-418), the Grantee certifies that it, and each of its subcontractors for any contract awarded as a result of this solicitation, complies with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes, including the requirement for each employer, with more than 25 employees in North Carolina, to verify the work authorization of its employees through the federal E-Verify system.
- 17. Confidentiality:** Each party shall be solely responsible for properly identifying any document(s) containing "CONFIDENTIAL" information. Anything that qualifies as a "TRADE SECRET" under State law must be designated as "CONFIDENTIAL". All "CONFIDENTIAL" documents shall be properly identified by conspicuously marking it "CONFIDENTIAL" at the top and bottom of each page. Any document(s) not properly identified as CONFIDENTIAL, prior to its release to the Agency, may be deemed a public record.
- 18. Records Retention:** Records created or kept in connection with this Contract shall be maintained in accordance with the applicable retention policies of the Agency, and shall not be destroyed, purged or disposed of without the express written consent of the Agency. If any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract is initiated prior to expiration of the applicable retention period, the records must be retained until completion of the action and resolution of all issues arising therefrom, or until the end of the applicable retention period, whichever is later
- 19. Assurances For Non-Federally Funded Contracts:** The GRANTEE certifies that with regard to:
1. **Debarment And Suspension** - To the best of its knowledge and belief that it and its principals:
 - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local government agency;
 - (b) have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. **Lobbying** - To the best of his or her knowledge and belief, that:

- (a) No Federal, State or local government appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal, State or local government agency; a member of Congress, North Carolina's General Assembly or local government body; an officer or employee of Congress, North Carolina's General Assembly or local government body, or an employee of a member of Congress, North Carolina's General Assembly or local government body, in connection with the awarding of any Federal, State or local government contract, the making of any Federal, State or local government grant, the making of any Federal, State or local government loan, the entering into of any Federal, State or local government cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal, State or local government contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal, State or local government appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency; a member of Congress, North Carolina's General Assembly or local government body; an officer or employee of Congress, North Carolina's General Assembly or local government body; or an employee of a member of Congress, North Carolina's General Assembly or local government body in connection with the Federal, State or local government contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.

3. **Drug-Free Work Place Requirements** - It will comply by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing a drug-free awareness program to inform employees about -
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) above;
- (d) Notifying the employee in the statement required by paragraph (a), above, that, as a condition of employment under the grant, the employee will -
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d)(2), above, from an employee or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), above with respect to any employee who is so convicted -

- (1) Taking appropriate personnel action against such an employee, up to and including termination; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; (satisfactorily complete a)
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f), above.
- 4. Will comply with the provisions of the Equal Employment Practices Act set out in Article 49A of Chapter 143 of the North Carolina General Statutes.
 - 5. Will comply, as applicable, with the provisions of the Wage and Hour Act, Occupational Safety and Health Act of North Carolina, Controlled Substance Examination Regulation, Retaliatory Employment Discrimination, Safety and Health Programs and Committees, Workplace Violence and Prevention, and other applicable provisions of Chapter 95 of the North Carolina General Statutes regarding labor standards.
 - 6. Will comply with all applicable requirements of all other Federal, State and local government laws, executive orders, regulations and policies governing this program.

20. Signature Warranty:

The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement.

N.C.G.S. §133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you (Grantee) attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

IN WITNESS WHEREOF, the Grantee and the Agency execute this agreement in two (2) originals, one (1) of which is retained by the Grantee and one (1) of which is retained by the Agency, the day and year first above written.

**WATAUGA COUNTY
SANITATION DEPARTMENT**

**NORTH CAROLINA DEPARTMENT OF
ENVIRONMENTAL QUALITY**

Donald R. van der Vaart, Secretary

By _____
Grantee's Signature

By _____
Department Head's Signature or Authorized Agent

Typed / Printed Name

Tommy H. Kirby, Purchasing Director
Type / Printed Name and Title

Title

Financial Services Division/Purchasing and Contracts Section
Division/Section

ORIGINAL

**General Terms and Conditions
 Governmental Entities**

DEFINITIONS

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. All definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein.

- (1) "Agency" (as used in the context of the definitions below) means and includes every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political sub-agency of government. For other purposes in this Contract, "Agency" means the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Agency to the Office of the State Auditor that states that the Grantee has met the reporting requirements established by this Subchapter and included a statement of certification by the Agency and copies of the submitted grantee reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the agency, grantee, and sub-grantee.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an agency, grantee, or sub-grantee to carry out activities whereby the grantor anticipates no programmatic involvement with the grantee or sub-grantee during the performance of the grant.
- (10) "Grantee" has the meaning in G.S. 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Grantee" shall mean the entity identified as one of the parties hereto. For purposes of this contract, Grantee also includes other State agencies such as universities.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in N.C.G.S. 143C-1-1(d)(18): A firm, corporation, partnership, association, county, unit of local government, public authority, or any other person, organization, group, or governmental entity that is not a State agency, department, or institution.
- (13) "Public Authority" has the meaning in N.C.G.S. 159-7(10): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation, (ii) is not subject of the State Budget Act, and (iii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of Federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal financial assistance received by the State and transferred or disbursed to non-State entities. Both Federal and State funds maintain their identity as they are sub-granted to other organizations. Pursuant to N.C.G.S. 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the Teachers' and State Employees' Comprehensive Major Medical Plan, or other similar medical programs.
- (17) "Sub-grantee" has the meaning in G.S. 143C-6-23(a)(4): a non-State entity that receives a grant of State funds from a grantee or from another sub-grantee but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.

(18) "Unit of Local Government has the meaning in G.S. 159-7(b)(15): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by G.S. 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Grantee is and shall be deemed to be an independent contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Agency.

Subcontracting: To subcontract work to be performed under this contract which involves the specialized skill or expertise of the Grantee or his employees, the Grantee first obtains prior approval of the Agency Contract Administrator. In the event the Grantee subcontracts for any or all of the services or activities covered by this contract: (a) the Grantee is not relieved of any of the duties and responsibilities provided in this contract; (b) the subcontractor agrees to abide by the standards contained herein or to provide such information as to allow the Grantee to comply with these standards, and; (c) the subcontractor agrees to allow state and federal authorized representatives access to any records pertinent to its role as a subcontractor.

Sub-grantees: The Grantee has the responsibility to ensure that all sub-grantees, if any, provide all information necessary to permit the Grantee to comply with the standards set forth in this Contract.

Assignment: The Grantee may not assign the Grantee's obligations or the Grantee's right to receive payment hereunder. However, upon Grantee's written request approved by the issuing purchasing authority, the Agency may:

- (a) Forward the Grantee's payment check(s) directly to any person or entity designated by the Grantee, or
- (b) Include any person or entity designated by Grantee as a joint payee on the Grantee's payment check(s).

Such approval and action does not obligate the State to anyone other than the Grantee and the Grantee remains responsible for fulfillment of all contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract inures to the benefit of and is binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, are strictly reserved to the Agency and the named Grantee. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Agency and Grantee that any

third person receiving services or benefits under this Contract is an incidental beneficiary only.

Indemnity

Indemnification: In the event of a claim against either party by a third party arising out of this contract, the party whose actions gave rise to the claim is responsible for the defense of the claim and any resulting liability, provided that a party may not waive the other party's sovereign immunity or similar defenses. The parties agree to consult with each other over the appropriate handling of a claim and, in the event they cannot agree, to consult with the Office of the Attorney General.

Insurance: During the term of the contract, the Grantee at its sole cost and expense provides commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. As a minimum, the Grantee provides and maintains the following coverage and limits:

- (a) **Worker's Compensation:** The Grantee provides and maintains Worker's Compensation insurance as required by the laws of North Carolina, as well as employer's liability coverage with minimum limits of \$500,000.00, covering all of Grantee's employees who are engaged in any work under this contract. If any work is sublet, the Grantee requires the subgrantee to provide the same coverage for any of his employees engaged in any work under this contract.
- (b) **Commercial General Liability:** General Liability Coverage on a Comprehensive Broad Form on an occurrence basis in the minimum amount of \$1,000,000.00 Combined Single Limit. (Defense cost shall be in excess of the limit of liability.)
- (c) **Automobile:** Automobile Liability Insurance, to include liability coverage, covering all owned, hired and non-owned vehicles used in performance of the contract. The minimum combined single limit is \$500,000.00 bodily injury and property damage; \$500,000.00 uninsured/under insured motorist; and \$25,000.00 medical payment.

Providing and maintaining adequate insurance coverage is a material obligation of the Grantee and is of the essence of this contract. The Grantee may meet its requirements of maintaining specified coverage and limits by demonstrating to the Agency that there is in force insurance with equivalent coverage and limits that will offer at least the same protection to the Agency. Grantee obtains insurance that meets all laws of the State of North Carolina. Grantee obtains coverage from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The Grantee complies at

all times with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with existing North Carolina laws or this contract. The limits of coverage under each insurance policy maintained by the Grantee do not limit the Grantee's liability and obligations under the contract.

Default and Termination

Termination by Mutual Consent: Either party may terminate this agreement upon thirty (30) days notice in writing from the other party. In that event, all finished or unfinished documents and other materials, at the option of the Agency, be submitted to the Agency. If the contract is terminated as provided herein, the Grantee is paid in an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Grantee covered by this agreement; for costs of work performed by subcontractors for the Grantee provided that such subcontracts have been approved as provided herein; or for each full day of services performed where compensation is based on each full day of services performed, less payment of compensation previously made. The Grantee repays to the Agency any compensation the Grantee has received which is in excess of the payment to which he is entitled herein.

Termination for Cause: If, through any cause, the Grantee fails to fulfill in timely and proper manner the obligations under this agreement, the Agency thereupon has the right to terminate this contract by giving written notice to the Grantee of such termination and specifying the reason thereof and the effective date thereof. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared by the Grantee, at the option of the Agency, be submitted to the Agency, and the Grantee is entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. The Grantee is not relieved of liability to the Agency for damages sustained by the Agency by virtue of any breach of this agreement, and the Agency may withhold payment to the Grantee for the purpose of set off until such time as the exact amount of damages due the Agency from such breach can be determined.

Waiver of Default: Waiver by the Agency of any default or breach in compliance with the terms of this Contract by the Grantee is not a waiver of any subsequent default or breach and is not a modification of the terms of this Contract unless stated to be such in writing, signed by an authorized representative of the Agency and the Grantee and attached to the contract.

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Agency.

Force Majeure: Neither party is in default of its obligations hereunder if it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.

Intellectual Property Rights

Copyrights and Ownership of Deliverables: Any and all copyrights resulting from work under this agreement shall belong to the Grantee. The Grantee hereby grants to the North Carolina Department of Environment and Natural Resources a royalty-free, non-exclusive, paid-up license to use, publish and distribute results of work under this agreement for North Carolina State Government purposes only.

Compliance with Applicable Laws

Compliance with Laws: The Grantee understands and agrees that it is subject to compliance with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Grantee understands and agrees that it is subject to compliance with all Federal and State laws relating to equal employment opportunity.

Confidentiality

Confidentiality: As authorized by law, the Grantee keeps confidential any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Grantee under this agreement and does not divulge or make them available to any individual or organization without the prior written approval of the Agency. The Grantee acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract or without the prior written approval of the Agency.

Oversight

Access to Persons and Records: The State Auditor and the using agency's internal auditors shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7 and Session Law 2010-194, Section 21 (i.e., the State Auditors and internal auditors may audit the records of the contractor during the term of the contract to verify accounts and data affecting fees or performance). The

Contractor shall retain all records for a period of six (6) years following completion of the contract or until any audits begun during this period are completed and findings resolved, whichever is later.

Record Retention: The Grantee may not destroy, purge or dispose of records without the express written consent of the Agency. State basic records retention policy requires all grant records to be retained for a minimum of six (6) years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to Federal policy and regulations, record retention may be longer than six (6) years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has started before expiration of the six (6) year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular six (6) year period described above, whichever is later.

Time Records: The GRANTEE will maintain records of the time and effort of each employee receiving compensation from this contract, in accordance with the appropriate OMB circular.

Miscellaneous

Choice of Law: The validity of this Contract and any of its terms or provisions, as well as the rights and duties of the parties to this Contract, are governed by the laws of North Carolina. The Grantee, by signing this Contract, agrees and submits, solely for matters concerning this Contract, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Contract and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Agency and the Grantee.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Care of Property: The Grantee agrees that it is responsible for the proper custody and care of any State owned property furnished him for use in connection with the performance of his contract and will reimburse the State for its loss or damage.

Ownership of equipment purchased under this contract rests with the Agency. Upon approval of the Agency Contract Administrator, such equipment may be retained by the Grantee for the time the Grantee continues to provide services begun under this contract.

Travel Expenses: All travel, lodging, and subsistence costs are included in the contract total and no additional payments will be made in excess of the contract amount indicated in above. Contractor must adhere to the travel, lodging and subsistence rates established in the Budget Manual for the State of North Carolina.

Sales/Use Tax Refunds: If eligible, the Grantee and all sub-grantees shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to G.S. 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Grantee may not use the award of this Contract as a part of any news release or commercial advertising.

Recycled Paper: The Grantee ensures that all publications produced as a result of this contract are printed double-sided on recycled paper.

Sovereign Immunity: The Agency does not waive its sovereign immunity by entering into this contract and fully retains all immunities and defenses provided by law with respect to any action based on this contract.

Gratuities, Kickbacks or Contingency Fee(s): The parties certify and warrant that no gratuities, kickbacks or contingency fee(s) are paid in connection with this contract, nor are any fees, commissions, gifts or other considerations made contingent upon the award of this contract.

Lobbying: The Grantee certifies that it (a) has neither used nor will use any appropriated funds for payments to lobbyist; (b) will disclose the name, address, payment details, and purpose of any agreement with lobbyists whom the Grantee or its sub-tier contractor(s) or sub-grantee(s) will pay with profits or non-appropriated funds on or after December 22, 1989; and (c) will file quarterly updates about the use of lobbyists if material changes occur in their use.

By Executive Order 24, issued by Governor Perdue, and N.C.

G.S. § 133-32: It is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who:

- (1) have a contract with a governmental agency; or
- (2) have performed under such a contract within the past year; or
- (3) anticipate bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and G.S. Sec. 133-32.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24."

2016 Community Waste Reduction and Recycling Grants

REQUEST FOR PROPOSALS

N.C. Department of Environmental Quality
Division of Environmental Assistance and Customer Service

The purpose of this grant program is to assist local governments with the implementation, expansion, and improvement of waste reduction and recycling programs in North Carolina. The Division of Environmental Assistance and Customer Service (DEACS) administers the Community Waste Reduction and Recycling Grant program through the Solid Waste Management Outreach Program.

With the release of this Request for Proposals (RFP), DEACS is seeking proposals that request grant funding to help initiate or expand public waste reduction programs within the state. **Applicants should carefully read this entire RFP prior to submitting a proposal. Proposals must be received by DEACS by 5:00 p.m. on Friday, February 12, 2016.** Please address any questions about this grant program to Rob Taylor at (919) 707-8139, rob.taylor@ncdenr.gov.

Community Waste Reduction and Recycling Grant Program Parameters and Ideas:

The 2016 Community Waste Reduction and Recycling (CWRAR) Grant Program seeks to fund projects that help communities build lasting capacity to divert materials from the waste stream and / or increase public awareness of waste reduction and recycling. There are two categories of CWRAR Grants: Standard Project Grants and Priority Project Grants. Different levels of grant funding are available for Standard Project Grants and Priority Project Grants. See the Available Funding section of this document for more information.

Standard Project Grants:

Standard Project Grants support a wide range of projects that increase and / or enhance public waste reduction and recycling. The following list provides examples of Standard Projects that are welcomed:

- Projects that demonstrate the potential to significantly increase a community's overall diversion of materials from the solid waste stream;
- Projects that improve recycling program efficiency and / or cost effectiveness while increasing waste reduction;
- Projects that increase the diversion of materials that are banned from disposal in North Carolina;
- Projects that increase the collection and diversion of special and / or hazardous wastes from disposal;
- Projects that implement education and outreach efforts that will grow public awareness about waste reduction and recycling services;
- Projects that implement or expand public school recycling programs. If seeking funding for public school recycling, please see additional provisions for public school recycling projects in the Special Requirements section of this document;
- Projects that increase the efficiency or effectiveness of public electronics recycling programs. If seeking funding for electronics recycling, please see additional provisions for electronics recycling projects in the Special Requirements section of this document.

Priority Project Grants:

Priority Project Grants support investments in public recycling program elements that have been determined to be of particular importance to growing and expanding efficient and effective waste reduction and recycling services throughout North Carolina. Proposals that seek funding for the following Priority Projects are strongly encouraged:

- ★ Projects that create or expand away-from-home recycling opportunities such as recycling infrastructure for parks, sports fields, streetscape / pedestrian recycling, and / or recycling at public venues. If seeking funding for away-from-home recycling, please see additional provisions for away-from-home recycling projects in the Special Requirements section of this document;
- ★ Projects that implement or expand multifamily and / or commercial recycling service;
- ★ Projects that implement or expand Construction and Demolition recycling efforts such as asphalt shingle recycling or carpet recycling;
- ★ Projects that implement or support Hub and Spoke Recycling Systems that consolidate commingled recyclable materials for bulk transfer to a Materials Recovery Facility (MRF);
- ★ Projects that implement or expand recycling programs to collect and manage food waste from residential or commercial sources.

Grant funds **may not** be used for contracted collection costs or for employee salaries. See the Grant Project Planning section of this document for more information on the types of program elements that are eligible for grant funding. Please contact Rob Taylor at (919) 707-8139 or rob.taylor@ncdenr.gov for more information or to discuss your project ideas.

Available Funding and Cash Match Requirement:

Grant Award Amounts:

- **Standard Project:** Applicants are eligible for a Standard Project grant award of up to **\$20,000**.
- **Priority Project:** Applicants are eligible for a Priority Project grant award of up to **\$30,000**.

Required Cash Match: Standard Project and Priority Project grant winners must provide a cash match equal to or exceeding 20 percent of the requested grant funding. For example, a grantee under this program requesting \$20,000 in grant funding from DEACS must show a minimum expenditure of \$4,000 of local funds on the project. To meet the cash match requirement, a minimum of one (1) local dollar must be spent for every five (5) dollars of grant funding awarded.

Calculating Cash Match: To determine the necessary cash match for any grant project, first determine the total project budget then use the following equation: total project budget ÷ 6 = required cash match. The difference between the total project budget and the required cash match equals the maximum possible grant award.

Distributions from the \$2 per ton Solid Waste Disposal Tax may be used to cover cash match requirements. In-kind contributions will not be accepted in lieu of cash match.

The annual CWRAR Grant cycle typically receives funding requests that exceed available funds. However, it is a priority for DEACS to support as many projects as possible. After close examination of the requested funding and subject to agreement with the applicant, DEACS may award grant amounts lower than the original request. For any amount awarded, grantees must still provide the required cash match.

Grant Project Planning:

Available funding is limited and it is anticipated that the 2016 CWRAR Grant Round will be highly competitive. For this reason it is important that your project be well thought out and well planned, and that you follow the instructions in this RFP and provide all information as outlined in the section addressing Required Proposal Format. Proposals that seek grant funds for the replacement of existing equipment will be scored substantially lower than projects that implement new recycling services or projects that expand existing recycling services.

Examples of **approved uses** of CWRAR Grant funds include site development costs, construction of facilities to handle recyclable materials, equipment purchases, equipment installation costs, key recycling

program components, public awareness programs and materials that support public education such as signs or brochures.

Examples of activities for which CWRAR Grant funds **MAY NOT** be used include employee salaries, land acquisition costs, administrative expenses such as overhead costs, studies or work performed by consultants, contracted collection costs or payment for recycling services such as household hazardous waste events.

Please consider contacting a DEACS Local Government Assistance Team staff member to discuss your grant project prior to submitting your proposal. Local Government Team members are available to provide technical assistance and advice on grant projects. A listing of team member contact information and areas of individual expertise is available on this web site: <http://portal.ncdenr.org/web/deao/recycling/localgov>.

Eligible Entities:

- Counties, municipalities, councils of governments and solid waste authorities in North Carolina are eligible to apply for funding from the CWRAR Grant Program.
- Counties, municipalities, councils of governments and / or solid waste authorities with an **open 2015 CWRAR Grant contract** must have invoiced for 90% of their grant funds by the proposal due-date to be eligible for grant funding during this grant cycle. Applicants that have completed and closed previous CWRAR Grant projects may submit another proposal under this grant round. Proposals will not be accepted from applicants with an open CWRAR Grant from cycles prior to 2015.
- Federal and state agencies are **not eligible** for funding through this grant program.
- Public universities, community colleges and private colleges and universities are **not eligible** for funding through this grant program.
- Not-for-profit entities are **not eligible** for funding through this grant program; however, these entities are eligible for funding through the Recycling Business Development Grant Round. For more information about Recycling Business Development Grants, please contact Wendy Worley at (919) 707-8136 or wendy.worley@ncdenr.gov.
- Public school systems and individual public schools are **not eligible** to apply directly for funding through this grant program. However, local governments (counties or municipalities) may apply for funding to support public school recycling projects. Additional requirements apply for projects seeking grant support for public school recycling projects - see Special Requirements section below.

Conditions on Submittals:

- **ONLY ONE PROPOSAL PER ELIGIBLE ENTITY WILL BE ACCEPTED.** Grant proposals may combine funding requests for multiple types of projects into one proposal. For example, a grant proposal seeking funding for away-from-home recycling receptacles plus an investment in some other public recycling program element unrelated to away-from-home recycling would be considered. If combining different grant project elements into one proposal, the available funding limits still apply and total request may not exceed the grant award amounts noted in the Available Funding section of this document.
- Multi-party initiatives (such as joint projects by two or more local governments where each local government contributes towards project funding) are strongly encouraged. Any group participating in a regional or multi-party project proposal may not submit additional proposals.
- All applicants selected for funding will undergo a compliance review to ensure that they do not have an outstanding Notice of Violation (NOV) related to North Carolina solid waste statutes and rules. Outstanding NOV's must be corrected to the satisfaction of the N.C. Division of Waste Management (DWM) prior to any grant being awarded. Applicants with outstanding NOV's are responsible for providing DEACS with information from DWM indicating that the community is in compliance and that the NOV's have been corrected before a grant contract can be initiated.
- Applications will not be accepted from local governments that have not submitted the required Solid Waste and Materials Management Annual Report for the most recent fiscal year.

- As a condition of grant award DEACS may work with applicants to revise initially submitted proposals before entering into a grant contract. Initial proposals must be received by the due date. Changes to proposals may include adjustments to project scope, project budget, project time line and / or other elements of the proposal. Any changes to initial proposals must be approved by DEACS and the applicant and the resultant Final CWRAR Proposal will become an attachment to the grant contract.

General Requirements:

General requirements for all applicants:

- Certification regarding usage of NC Solid Waste Disposal Tax proceeds: Solid Waste Disposal Tax proceeds are distributed to eligible local governments on a quarterly basis by the Department of Revenue. According to § 105-187.63, these funds must be used by a city or county solely for solid waste management programs and services. CWRAR Grant applicants must certify in writing that all disposal tax proceeds are used only for the purpose of providing solid waste and recycling services. In addition to this written certification, applicants must describe how disposal tax funds are utilized.
- Public Building Recycling Services: CWRAR Grants will not be awarded to applicants that do not have recycling services for cans, bottles and paper available at their government buildings. As part of the grant proposal, all applicants must indicate that employees in the key government buildings operated by the applicant have reasonable access to recycling services and are able and encouraged to recycle materials generated in the course of business. Please include a list of the materials collected for recycling at these facilities.
- Mercury Product Recycling: § 130A-310.60 requires that any public agency using state funds for the construction or operation of public buildings shall establish a program for the collection and recycling of all spent fluorescent lights and thermostats that contain mercury generated in public buildings. As part of the grant proposal, all applicants must indicate that they have a program in place for the collection of fluorescent lights and mercury thermostats from their public buildings. If the applicant does not have a program in place for the collection of these materials, then as a precondition of any grant award the applicant must initiate such services. For more information about these requirements and / or for assistance implementing a mercury products recycling program please contact Joseph Fitzpatrick at 919-707-8121, joseph.fitzpatrick@ncdenr.gov.

Special Requirements:

Applicants seeking funding for public school recycling, away-from-home recycling or electronics recycling **MUST** address the indicated Special Requirement(s) in their submitted proposal.

- **Public School Recycling Projects:** As stated in the section addressing Eligible Entities, only counties, municipalities, councils of governments and solid waste authorities in North Carolina are eligible to apply for CWRAR Grant funding. Proposals seeking funding for public school recycling projects must come from one of these entities. Public school systems and or individual schools **may not** apply directly. Applicants seeking funding for public school recycling projects **must** answer the supplemental questions below to ensure that all necessary program elements are addressed, and to help demonstrate project planning. This is a competitive grant program and projects that institute or expand a school-system wide recycling program will compete better than projects that only serve individual schools. Eligible grant projects may seek funding for equipment (such as bins and roll carts) and / or education materials. As with other CWRAR projects, administrative expenses (staff salaries and contract collection costs) are not eligible for grant funding nor can they be used as matching funds. Please contact Heather Cashwell at 919-707-8127, heather.cashwell@ncdenr.gov for information or assistance with public school recycling projects.

School Recycling Supplemental Questions:

- Provide a description of any existing school recycling program(s).

- Indicate whether collection of recyclables will be provided by the local government or through a contracted collection service provider.
 - Provide a list of the recyclables accepted by the program, and indicate how the materials are collected (single stream, dual stream, source separated)?
 - Where are the recyclables going after collection (who is your market)?
 - Where will recycling containers be placed (classrooms, cafeterias, hallways, athletic fields, administrative offices, library, copy rooms, etc.)?
 - Who will be responsible for emptying containers (cleaning staff, teachers, students, student groups, etc.)?
 - A recycling contact must be established at each school that is recycling as a result of this grant. Please provide a list of schools, contact person, and title. Examples of designated contacts might include the facility manager, head custodian, the faculty coordinator of a leadership group or club, the principle, or an administrator.
 - Describe your plan for promoting recycling and educating staff and students about the program.
- **Electronics Recycling Projects:** Any community seeking grant funds related to an electronics recycling related project must indicate in their proposal whether the local government has ever received funds distributed from the State's Electronics Management Program. For more information on eligibility for Electronics Management Program Funds see this web site: <http://portal.ncdenr.org/web/wm/sw/electronics/localgov>. If the local government has received Electronics Management Fund distributions, then the applicant must include information in its proposal about how those funds have been used in the past and on how the community intends to use the funds that will be distributed in February 2016 and February 2017.

Successful **county** applicants seeking grant funds to support an electronics recycling related project that **have not** previously been eligible for distributions from the State's Electronics Management Program will be required to become eligible for Electronics Management Funds on or before December 31, 2016 as a precondition of receipt of CWRAR Grant funds.

Successful **municipal** applicants seeking grant funds to support an electronics recycling related project that **have not** previously been eligible for distributions from the State's Electronics Management Program must decide whether or not to make themselves eligible for Electronics Management Funds prior to the December 31, 2016 eligibility deadline. This decision should be made in consultation with the county and should be based on how the distribution of funds can best serve the advancement electronics recycling the community. If it is determined that the municipality should seek Electronics Management Funds, the municipality should take action to become eligible for funds on or before December 31, 2016.

- **Away-From-Home Recycling Projects:** Grant funds can only be used for recycling related purchases and cannot be used to pay for the purchase of away-from-home receptacles for the collection of waste (garbage). If a proposal includes the purchase of away-from-home receptacles that collect BOTH waste and recyclables then the standard matching fund requirement will be adjusted so that the applicant (grantee) covers the full cost of the waste portion of the container with their matching funds. For example, if a community seeks to purchase a combo waste / recycling station that has one slot for garbage and one for recyclables and the receptacle costs \$1,000 then the applicant will be expected to provide a match equal to one half of the purchase price or \$500. If seeking funding for an away-from-home recycling project then please indicate in the Special Requirements section of the proposal whether any of the equipment to be purchased will be used to collect waste materials that are intended to be disposed of in a landfill.

In addition, applicants for away-from-home related grant projects are strongly encouraged to specify which particular recycling receptacles are being considered for purchase as a part of their proposal. For assistance with and guidance on the selection of recycling receptacles please contact Heather Cashwell at 919-707-8127 or heather.cashwell@ncdenr.gov.

Funding Period:

Grantees must expend funds within one year of contract execution unless the grant contract term is extended by written agreement between the applicant and the N.C. Department of Environmental Quality (DEQ). Extensions are possible but not guaranteed. It is anticipated that grant contracts resulting from this grant cycle will begin on July 1, 2016 and end on June 30, 2017. **Any funds expended prior to the start of the contract will not be reimbursed.**

Due Date:

Proposals **MUST** be received by DEACS by **5:00 p.m. on Friday, February 12, 2016**. Any proposals received after the deadline will not be considered.

Local governments requiring board approval to apply for grant funds should plan to procure that approval before the submittal deadline.

How to Submit Proposals:

One electronic copy of the proposal must be submitted. Receipt of all acceptable proposals will be acknowledged by e-mail. Submit electronic documents to rob.taylor@ncdenr.gov. Please submit electronic versions as Microsoft Word (preferred) or Adobe (PDF) files. If submittal of an electronic version of your proposal presents a hardship, please contact Rob Taylor to discuss submittal options.

Proposals must be received by 5:00 p.m. on Friday, February 12, 2016. Proposals not received by 5:00 p.m. on Friday, February 12, 2016 will not be accepted.

Required Proposal Format:

The following outline indicates what applicants **must** include in their proposal for their application to be considered complete. Proposals that fail to provide all of the required information or that fail to follow the following format will be deemed inadequate and may not be considered for funding.

- Project Title
- Applicant Contact Information: to include the following:
 - ✓ Name and title of main contact
 - ✓ Organization
 - ✓ Address
 - ✓ Phone number
 - ✓ Fax number
 - ✓ E-mail address
- Date of Proposal Submittal: this must be the date of submission of proposal to DEACS
- General Requirements: (see section on General Requirements for more information)
 - ✓ Written statement certifying that Solid Waste Disposal Tax Proceeds are used only for solid waste management purposes and a description of how proceeds are used.
 - ✓ Written statement indicating that the applicant has recycling services collecting cans, bottles and paper available at the key government buildings and a list of materials collected.
 - ✓ Written statement indicating that the applicant has established a program for the collection and recycling of fluorescent lights and mercury containing thermostats from public buildings owned by the applicant.

~ continued on next page ~

- **Project Description:** Please include the following information in your project description:
 - ✓ Description and quantities of items to be purchased with grant funds;
 - ✓ Description of the anticipated life of service for the items or materials to be purchased with grant funds (estimate how long the project will continue to serve the community);
 - ✓ An estimate of the number of households or businesses that will be impacted by or have access to the recycling services associated with the proposed project;
 - ✓ An estimate of the waste reduction impact of the proposed project; and
 - ✓ A description of whether the grant project will create a new service, enhance or expand an existing service, or support an existing recycling service without expanding that service.
- **Special Requirements:** Proposals for school recycling, electronics recycling or away-from-home recycling must include additional information as stipulated in the Special Requirements section. See Special Requirements on pages 4 - 6 for more information.
- **Project Timeline:** Bulleted list showing project milestones and general implementation dates. Timeline must begin on or after July 1, 2016 and project must be complete by June 30, 2017.
- **Project Budget:** to include the following:
 - ✓ Itemized list of intended expenditures and estimated costs;
 - ✓ Amount of funds requested from the state and amount of matching funds to be provided by the applicant (see Cash Match Requirements);
 - ✓ If the grant project is not a Priority Project Grant, the state grant award cannot exceed \$20,000;
 - ✓ Please submit your budget in a table following the example shown below:

Sample Project Budget	State Grant Award	Applicant Cash Match	Project Total
Recycling Carts for Commercial Recycling Program (100 carts @ \$55 each)	\$ 4,583	\$ 917	\$ 5,500
Labels for Carts and Signs for Recycling Sites	\$ 343	\$ 69	\$ 412
Program Brochures (Design and Printing)	\$ 209	\$ 41	\$ 250
Total	\$ 5,135	\$ 1,027	\$ 6,162

* Note about Project Budgets: state and local sales taxes **are not** reimbursable expenditures and should not be included as part of grant budgets.

Grant Selection Process:

Through a blind vote process, a selection committee will use the pre-established Award Criteria identified below to rank proposals and make award decisions. The review process is expected to be completed and preliminary award announcements made in April, 2016. Applicants are encouraged to consider the Award Criteria as they develop their grant proposals. A total of 100 points is available.

Award Criteria:

1. **Innovation / Creativity (0-5 points):** Is the project innovative? Does the project address a new waste stream or material, create a new recycling service, or take an approach not seen in North Carolina? Does the project set a strong example for other communities to replicate?
2. **Advancement of Public Recycling Service (0-10 points):** Does the project implement a new recycling service in the applicant community? Does the project bring a new aspect of recycling to an area or region of the state? Does the project implement a new program or service that is proven to be effective in another community or region of the state?
3. **Planning (0-20 points):** Did the Project Description include all necessary elements? Is the proposal well thought out, well researched and backed by valid facts and assumptions?
4. **Consistency with Best Management Practices (0-15 points):** Is the project consistent with recycling industry Best Management Practices (BMPs) and / or does the project involve the adoption

or expansion of an industry BMP? Recognized BMPs may include the collection of commingled materials, collection using carts, the use of compacting equipment for collection vehicles, and / or the use of equipment and / or practices proven to reduce contamination and maximize diversion in other communities.

5. **Impact on the Waste Stream (0-15 points):** Will the project contribute substantially toward reduction of the local waste stream or will it substantially increase tonnage recovered through recycling services?
6. **Efficiency / Cost-effectiveness (0-10 points):** Will the project improve the efficiency or cost-effectiveness of the local waste reduction program? Does the project increase the efficiency or effectiveness of an existing service? Does the project reduce the operating cost of a current recycling service or does it adopt practices proven to be cost effective in other communities?
7. **Sustainability / Commitment (0-10 points):** Will the project be ongoing and sustained in subsequent annual budgets? Does the project have the support of the governing body? Does the project make investments that will continue to serve the community for years to come?
8. **Joint Effort (0 or 5 points):** One party proposals will receive zero (0) points; multi-party proposals (involving cash match from all participants) will receive five (5) points.
9. **Priority Project★ (0-10 points):** Is the project seeking funding for a Priority Project Grant, and to what extent does the project support investments targeted in one of the Priority Project Grant categories?

If Your Proposal is Selected for Funding:

DEACS anticipates that applicants selected for funding will be notified by the end of April 2016. DEACS will notify the applicant with a formal offer by e-mail. The applicant must accept or decline the offer. The following will occur once the offer is accepted:

- DEACS will conduct a compliance review with the Division of Waste Management (this may occur before offer is accepted).
- When DEACS requires revisions to the initially submitted proposals as a condition of grant award, DEACS and the applicant must both agree on the revisions to the proposal and the applicant must approve any changes and accept the offered grant in writing. The Final Proposal will become an attachment to the grant contract. Applicants who fail meet this requirement will not be awarded funding.
- Successful applicants will be required to register with the state's e-procurement system using the same address provided in the applicant's proposal. To register in the state's e-procurement system please visit the following link: <http://eprocurement.nc.gov/>.
- DEACS will submit a request through the DEQ contract processing system for a grant contract.

NOTE: Successful applicants that make purchases before a grant contract is signed by both DEQ and the grant recipient will not be reimbursed.

Other General Terms and Conditions:

All grantees are subject to the following terms and conditions. Most of these terms and conditions will be outlined in the grant contract.

- **Publications:** all documents and publications associated with a grant contract should be printed on recycled paper containing at least 30 percent post-consumer content.
- **Cash match:** grantees are required to provide cash match of at least of 20 percent of the grant award.
- **Final reports:** a draft final report is required to be submitted to DEACS at least 30 days prior to the contract end date and a final report is required to be submitted by the contract end date. Final reports and drafts should be submitted electronically. All applicants are strongly encouraged to visit the following web site to review the final reporting format and guidelines: <http://portal.ncdenr.org/web/deao/recycling/lg/financial-assistance>. If you do not have internet

access, please contact Rob Taylor at (919) 707-8139 to receive a copy of the Final Report Guidelines.

- **Extensions:** no-cost time extensions are possible but not guaranteed for grant contracts. Grantees seeking no-cost time extensions should submit a request for a time extension at least sixty (60) days prior to the contract end date. The request for extension must indicate how long the grantee is seeking to extend the project and the reason that the extension is being requested (i.e., why the project cannot be completed on time). Any request for an extension must include a new timeline with revised project milestones as well as a new budget if budget changes are also being requested. DEACS reserves the right to decline any request for extension that is not initiated at least sixty (60) days prior to the contract end date.
- **Reimbursement:** distribution of DEACS grant funds is on a reimbursement basis. Requests for reimbursement can only be made after the grantee has spent funds on the grant project. Reimbursement requests must be submitted on letterhead, must include copies of invoices, and must include proof that the grantee has made payment. Proof of payment may include copies of canceled checks or other financial reports showing that funds were spent. **State and local sales taxes are not reimbursable, may not be counted towards expenditure requirements, and should be excluded from reimbursement requests.**
- **Final 10 Percent of Funds:** DEACS will continue to reimburse grantees until 90 percent of the award amount has been expended. The final 10 percent of grant funds will be held until an acceptable final report has been received by DEACS. The final report must be received and approved prior to the end date of the contract. All final requests for reimbursement must be received within 45 days of the contract end-date or all remaining grant funds will be forfeited.

A Final Word on Grant Writing:

Proposals may receive low scores or even be rejected because applicants fail to follow the instructions outlined in this document. Applicants stand a better chance of success if they include all of the required components of a proposal and if they follow the Required Proposal Format. Project Descriptions should be clear, concise, and should demonstrate thoughtful planning. Poorly prepared proposals create uncertainty about the project goals and intended results. Clear details will provide grant proposal reviewers confidence about the validity and feasibility of a proposal. Applicants with questions are encouraged to contact DEACS for more information.

2016 Community Waste Reduction and Recycling Grant

-Proposal-

Watauga County Sanitation Department School Recycling Roll Offs

Contact Information- Heather Bowen
Recycling Coordinator
Watauga County Sanitation Dept.
336 Landfill Rd.
Boone, NC 28607
828-264-5305
828-264-1702 (fax)
heather.bowen@watgov.org
Local Government Federal Tax ID: [REDACTED]

Date Proposal Submitted- February 8th, 2016

General Requirements:

- *NC Solid Waste Disposal Tax Proceeds-* Watauga County verifies that all tax disposal proceeds are used only for the purpose of providing solid waste and recycling services. The amount Watauga County receives from the disposal funds is approximately \$23,000 per year. The cost to operate our recycling center is approximately \$150,000-\$175,000 per year and these funds are used to supplement the recycling center budget.
- *Recycling at Government Offices-* Watauga County provides recycling bins in all county offices for paper, plastic bottles, and aluminum cans. Recycling is collected weekly by Watauga County Maintenance Department. Cardboard pick up for county offices is provided weekly and as needed by the Watauga County Recycling Department.
- *Collection of Mercury Products-* Watauga County has been providing collection programs for mercury products for the past several years. Watauga County Maintenance Department replaces and collects used bulbs and thermostats from county buildings and brings them to the Watauga County Recycling Department. Mercury products are collected by CleanLites.

Project Description:

Watauga County Sanitation Department seeks to assist our local school systems in the collection of recyclable materials. Watauga County Board of Education has suffered the loss of several positions, including multiple vacancies in the Maintenance Department. The Maintenance Department is responsible for the collection of all recyclable materials at all 9 school locations throughout Watauga County. They currently have only one person and one standard work truck that is obligated to make several back and forth trips (per school) to collect all recyclable materials and haul them to the Watauga County Recycling facility. Because of this issue, created by job loss and funding problems, the schools have increasing problems with overflow of their recyclables and resources to store/haul them. Each school in Watauga county Participates in a source separated recycling program for the collection of cardboard, paper, plastic and metal cans. Each school is also equipped with multiple recycling bins that are provided through the Watauga county sanitation department. The recycling bins are strategically located in the most high traffic areas such as their cafeterias, lobby's, classrooms, offices and staff lounges. It is the responsibility of a designated group of individuals (usually a recycling club, science club, or honor club) at each school to collect and manage the

recyclables and have them sorted and ready for pick up. Watauga County Sanitation Department has met with the Watauga County Schools Maintenance Department director and discussed the possibility of taking over the responsibility of collecting the schools recyclables in order to make the program more manageable for all parties involved. Watauga County Sanitation Department would like to propose the available funding by NC DEACS Grant 2016 be used for the purchase of 4, 30 yard recycling roll off containers. School groups would still manage the source separated recyclables at each school, however, instead of school maintenance picking up the recyclables our Watauga County Sanitation Department collection trucks would go out to each school to obtain the recycling roll off containers. There is a strong chance that with increased storage capacity that the schools may experience a growth in their recycling efforts. If there is an increase Watauga County Sanitation employees will re-evaluate the pick-up schedule and adjust accordingly. The roll off containers would be placed at 3 of the most remote elementary schools for the collection/storage of their recyclable materials which would include; paper, plastic, cardboard and cans. The 4th container would be used as a rover to haul out in place of those being emptied. Each container would have at least 3 dividers to keep recyclables separated. However, these dividers could be removed should Watauga County ever switch to single stream recycling in the future.

Special Requirements:

- Watauga County Schools have existing recyclable material collection bins located in high traffic areas (cafeterias, lobby's, classrooms, offices, and staff lounges). Each School has a group of individuals that collect these separated recyclables and process them for collection day. On collection day the School Maintenance Department picks up the schools recycled materials.
- With the purchase of new roll off containers, local government-Watauga County Sanitation and Recycling Department employees would be scheduled to pick up these recycling containers from the mentioned schools on a regular basis and haul them to our recycling facility where they will be sorted, baled, and sold.
- Currently each school is equipped with a single roll off container that is used solely for the collection of **cardboard**. Watauga County Sanitation Department is presently responsible for the hauling and emptying of each schools cardboard roll offs on a regular (weekly) basis. **Plastic, paper and metal cans** are currently collected from the schools by the Watauga County Board of Education Maintenance Department personnel. If we are funded for this project and roll off containers are purchased for 3 of our schools, we would remove the cardboard containers and replace them with the divided 30 yard roll off containers for the collection of **cardboard, paper, plastic and metal cans** to save space and increase recyclable collections. This will allow the schools to participate in more efficient recycling and collection. The county will also continue to budget in future years for the purchase of additional roll off containers for recycling for each school in Watauga County until all schools are provide with roll offs for efficiency.
- Watauga County schools (as well as Watauga County government buildings and offices) are source separated for recyclable collection.
- Once recyclables are collected, they are hauled to our county recycling facility where they are then baled and loaded into staged trailers according to material. Once trailers are fully loaded the baled recyclables are then sold to companies for premium market value and the revenue is used for the operational costs of our department.
- The recycling roll offs would be placed nearest the school's cafeteria as possible to efficiently collect recyclables.

- School Recycling groups and custodial staff will still be responsible for the collection of recyclable materials at each school. The only difference would be where they store the recyclables for pick up (in the roll off containers as opposed to storage bins/bags).
- Once these roll off containers are purchased and installed at each of the 3 schools we would then meet with the custodial staff and recycling groups to explain the new process of recycling into the roll off containers.
- *Please see chart at end of page for a list of school recycling contacts.

Watauga County is always looking for ways to practically and efficiently grow our recycling programs, and we feel this project will significantly assist our school system as well as the future generations regarding recycling in our community.

Project Timeline:

- *August 31, 2016- Deliver roll off containers to schools and prep school custodians/ recycling groups for sorting and collecting.*
- *June 30, 2017 – Prepare and submit grant final report to close out grant contract.*

Project Budget:

Item	State Grant Award	Applicant Cash Match	Total
4, Closed top, divided, 30 yd Roll Off Recycling Containers	\$20,000	\$5,790.80	\$25,790.80
TOTALS	\$20,000	\$5,790.80	\$25,790.80

*Cash match will be paid by Watauga County Board of Education. Items purchased will be planned for their 2016-2017 budgets (period July 2016-June 2017).

• **School Contacts:**

School	Main Number	Recycling Contact
Bethel	828-297-2240	Ann Sukow
Blowing Rock	828-295-3204	Liz Tencher
Cove Creek Elementary	828-297-2781	Peyton Hoyal
Green Valley Elementary	828-264-3606	Maria Jamell
Hardin Park Elementary	828-264-8481	Jamie Ward
Mabel Elementary	828-297-2512	Pace Cooper
Parkway Elementary	828-264-3032	Patty Buckner
Valle Crucis Elementary	828-963-4712	Leslie Howser
Watauga High School	828-264-2407	Ted Drum

**CERTIFICATION OF ELIGIBILITY
Under the Iran Divestment Act**

Pursuant to G.S. 147-86.59, any person identified as engaging in investment activities in Iran, determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, is ineligible to contract with the State of North Carolina or any political subdivision of the State. The Iran Divestment Act of 2015, G.S. 147-86.55 *et seq.** requires that each vendor, prior to contracting with the State certify, and the undersigned on behalf of the Vendor does hereby certify, to the following:

1. that the vendor is not identified on the Final Divestment List of entities that the State Treasurer has determined engages in investment activities in Iran;
2. that the vendor shall not utilize on any contract with the State agency any subcontractor that is identified on the Final Divestment List; and
3. that the undersigned is authorized by the Vendor to make this Certification.

Vendor: _____

By: _____
Signature Date

Name Title Printed

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address:
<https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Iran-Divestment-Act-Resources.aspx>
and will be updated every 180 days. For questions about the Department of State Treasurer's Iran Divestment Policy, please contact Meryl Murtagh at Meryl.Murtagh@nctreasurer.com or (919) 814-3852.

* Note: Enacted by Session Law 2015-118 as G.S. 143C-55 *et seq.*, but has been renumbered for codification at the direction of the Revisor of Statutes.

AGENDA ITEM 9:**MAINTENANCE MATTERS*****A. Bid Award Request for Detention Center Floor Recoating*****MANAGER'S COMMENTS:**

Mr. Robert Marsh, Maintenance Director, will present bids for the epoxy floor finish for areas in the detention facility. Seven vendors were solicited for bids with four responses received. Staff is recommending Custom Coatings as the lowest responsive bidder in the amount of \$30,400. While Turner Baxter was the lowest bidder their bid was not responsive to the requirements as set forth for finishing the areas.


Adequate funds are available in the current budget. Staff recommends the Board award the bid to Custom Coatings in the amount of \$30,400 for epoxy floor finishing in areas of the detention facility.



WATAUGA COUNTY MAINTENANCE DEPARTMENT

969 West King St., Boone, NC 28607 - Phone (828) 264-1430
Fax (828) 264-1473

TO: Deron Geouque, County Manager

FROM: Robert Marsh, Maintenance Director 

DATE: May 12, 2016

RE: Watauga Detention Center Floor Recoating (single cell, sallyport and corridor)



BACKGROUND

The Detention Center was constructed in 2005, and at that time an epoxy floor finish was applied to many areas within the secure area. Presently, there are areas where this finish has begun to fail due to delamination or normal wear. Maintenance has received four responses from vendors interested in this project.

BID SUMMARY

Custom Coatings	\$30,400
Turner Baxter	28,713
Prime Coat	\$47,930
1 Call Home and Property Enhancements	\$42,413
Gardner Paint Service, Inc.	No response
Carolina Floor Coatings	No response
Sure Step Coatings	No response

RECOMMENDATION

Staff recommends the next lowest bidder, Custom Coatings, with a bid of \$30,400. Staff has reviewed this bid and confirmed that the chemicals quoted are part of a recommended finishing system manufactured by Sherwin Williams, and their method of preparing the floors for refinishing includes removing the old finish by grinding down to bare concrete. The lowest bidder submitted a bid which included finishing on top of the old finish. The low bidder told staff to grid to bare concrete and use the Sherwin Williams recommended finish would result in a revised bid in excess of \$34,000.

AGENDA ITEM 9:**MAINTENANCE MATTERS*****B. Bid Award Request for Anderson Building Roof Project*****MANAGER'S COMMENTS:**

Mr. Robert Marsh, Maintenance Director, will present bids for the replacement of the roof at the old AppalCart facility. Three (3) bids were received with LaFave Construction being the lowest responsive bidder in the amount of \$158,777. This will be the first phase in the remodeling of the facility that will eventually house the County's Maintenance Department along with the Tag Office. Funds have been identified in the current fiscal year budget to cover the cost of the project.

Staff recommends the Board award the bid for a new roof on the old AppalCart facility to LaFave Construction in the amount of \$158,777.



WATAUGA COUNTY MAINTENANCE DEPARTMENT

969 West King St., Boone, NC 28607 - Phone (828) 264-1430
Fax (828) 264-1473



TO: Deron Geouque, County Manager
FROM: Robert Marsh, Maintenance Director *RM*
DATE: May 12, 2016
RE: Anderson Building/Old AppalCart Roof Project

BACKGROUND

The Anderson Building is a pre-engineered metal building with an exposed fastener metal roof that was constructed in the 1970's. Over the years this roof has been a source of leaking rain water. Metal Roof Consultants, the county's roof consultant, completed plans in April for a standing-seam metal roof with new insulation, and bids were recently obtained for the project.

BID SUMMARY

LaFave's Construction -- \$158,777
Interstate Roofing -- \$211,000
Piedmont Commercial Roofing, Inc. -- \$240,000

RECOMMENDATION

Staff recommends the low bidder, LaFave's Construction, with a low bid of \$158,777. LaFave's Construction has completed several projects for the county and Board of Education -- all with excellent results.

FISCAL IMPACT

There are funds available in FY 15-16 to cover the cost of this work.

AGENDA ITEM 9:

MAINTENANCE MATTERS

C. Bid Award Request for Anderson Building Paving

MANAGER'S COMMENTS:

Mr. Robert Marsh, Maintenance Director, will present bids for paving at the old AppalCart facility. Eight (8) bids were solicited with four (4) bidders responding. Tri-County Paving was the lowest responsive bidder in the amount of \$25,591.24. The paving will not proceed until the new roof replacement has been completed.

Staff recommends the Board award the bid for paving at the old AppalCart facility to Tri-County Paving in the amount of \$25,591.24.



WATAUGA COUNTY MAINTENANCE DEPARTMENT

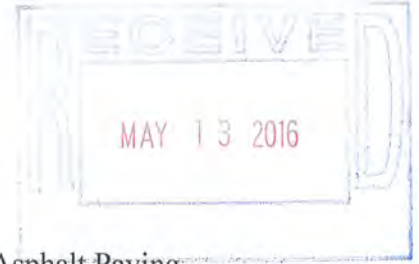
969 West King St., Boone, NC 28607 - Phone (828) 264-1430
Fax (828) 264-1473

TO: Deron Geouque, County Manager

FROM: Robert Marsh, Maintenance Director ✓

DATE: May 12, 2016

RE: Bid Award Recommendation – Anderson Building Asphalt Paving



BACKGROUND

The county obtained ownership of the Anderson Building, formerly AppalCart transportation hub, in fall of 2015. Plans are underway to convert the building to become the new office for the NCLPA and County Maintenance Department. The county identified several renovations that are necessary to improve public access, including the resurfacing of the public parking area in front of the building. The proposed project will include a full-depth asphalt repair due to the severe deterioration of asphalt surface. County forces will be responsible for the removal of the existing asphalt as well as any additional gravel that may be needed.

BIDDING

A solicitation for bids was posted on the county website seeking vendors that would be interested in resurfacing the public parking area. Also, several local and nearby paving contractors were notified by phone or email in an effort to obtain more competitive bids.

BID SUMMARY

Moretz Paving	\$30,734
Champion Paving, Inc.	\$33,200
Carl Rose & Sons, Inc.	\$29,750
Tri-County Paving	\$25,591.24
Main and Main Paving	Non-Responsive
Sterling McDiarmid Paving	Non-Responsive
Boone Paving and Asphalt	Non-Responsive

RECOMMENDATION

Staff recommends the low bidder, Tri-County Paving, for a bid amount of \$25,591.24. Tri-County Paving has been in the paving business for 39 years and completed many paving projects for NCDOT, Town of Boone and others. Their bid will remain good for 120 days.

Andersen Building, 274 Winkler's Creek Road

?

enter a parcel id:



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AGENDA ITEM 10:

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

Monthly Collections Report

Watauga County

Bank deposits of the following amounts have been made and credited to the account of Watauga County. The reported

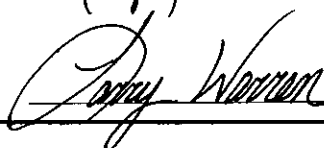
totals do not include small shortages and overages reported to the Watauga County Finance Officer

Monthly Report May 2016

	<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>
General County					
Taxes 2015	96,937.18	17.01%	26,190,900.22	98.30%	98.09%
Prior Year Taxes	38,041.89		462,171.99		
Solid Waste User Fees	18,022.46	12.39%	2,453,773.79	96.99%	96.65%
Green Box Fees	1,423.01	NA	9,267.31	NA	NA
Total County Funds	\$154,424.54		\$29,116,113.31		
Fire Districts					
Foscoe Fire	2,407.05	22.89%	451,479.71	98.74%	98.46%
Boone Fire	3,717.68	14.96%	715,487.66	97.94%	97.96%
Fall Creek Service Dist.	43.43	10.87%	9,097.56	96.52%	97.77%
Beaver Dam Fire	722.10	10.98%	101,371.82	97.41%	96.93%
Stewart Simmons Fire	710.69	23.54%	119,527.28	98.28%	97.95%
Zionville Fire	1,477.93	18.19%	108,157.41	97.19%	96.13%
Cove Creek Fire	1,718.77	8.28%	227,335.74	97.50%	97.12%
Shawneehaw Fire	437.50	7.70%	92,252.43	98.04%	97.74%
Meat Camp Fire	1,632.21	13.08%	195,563.72	96.19%	95.67%
Deep Gap Fire	879.82	14.13%	181,300.77	97.85%	96.37%
Todd Fire	803.56	42.62%	60,989.17	98.60%	97.89%
Blowing Rock Fire	1,693.82	13.85%	451,679.65	98.23%	98.15%
M.C. Creston Fire	198.19	19.97%	6,595.02	88.10%	86.17%
Foscoe Service District	646.95	39.91%	68,661.04	98.68%	98.87%
Beech Mtn. Service Dist.	0.00	0.00%	1,490.53	99.85%	99.87%
Cove Creek Service Dist.	0.00	0.00%	324.15	100.00%	100.00%
Shawneehaw Service Dist	10.08	2.09%	6,026.67	92.53%	93.63%
	\$17,056.35		\$2,788,242.77		
Towns					
Boone	22,239.12	21.64%	5,635,718.88	99.04%	99.01%
Municipal Services	139.04	3.47%	127,393.15	97.13%	99.17%
Boone MV Fee	0.00	NA	139.09	NA	NA
Blowing Rock	76.52	NA	189.49	NA	NA
Seven Devils	106.81	NA	165.43	NA	NA
Beech Mountain	0.00	NA	1.63	NA	NA
Total Town Taxes	\$22,561.49		\$5,763,607.67		
Total Amount Collected	\$194,042.38		\$37,667,963.75		



____ Tax Collections Director



____ Tax Administrator

AGENDA ITEM 10:

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.

05/31/2016 16:17
Larry.Warren

WATAUGA COUNTY
RELEASES - 05/01/2016 TO 05/31/2016

P 1
tncrart

OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1760459 BLUE RDIGE PRESERVATION 12 MURPHY DR NASHUA, NH 03062	PP 2015 1000111 1597 TAX RELEASES CLERICAL ERROR	1000111	05/31/2016	F02	5653	0 F02	266.40
						F02	296.83
						F02	229.21
						F02	182.81
						G01	1,667.66
						G01	1,858.16
						G01	1,434.82
						G01	1,144.36
						F02L	53.28
						F02L	89.05
						F02L	91.68
						F02L	91.41
						G01L	333.53
						G01L	557.45
						G01L	573.93
G01L	572.18						
							9,442.76
1597700 EISELE, DAVID E EISELE, AMY P 383 RASH RD OLIN, NC 28660	RE 2015 1000228 2859-31-2559-000 TAX RELEASES CLERICAL ERROR	1000228	05/31/2016	F05	5646	0 F05	15.00
						F05	15.00
						G01	93.90
						G01	93.90
1640801 FLORIDA'S NATURAL FOOD SERVICE 20205 HWY 27 LAKE WALES, FL 33853	PP 2015 1000115 1595 TAX RELEASES CLERICAL ERROR	1000115	05/31/2016	C02	5652	0 C02	19.02
						G01	14.52
						C02L	3.80
						G01L	2.90
1254150 LEE, LOUIS D AND JOAN 684 LAUREL CIRCLE EAST DEEP GAP, NC 28618	RE 2015 1000240 2859-30-9143-000 TAX RELEASES CLERICAL ERROR	1000240	05/31/2016	F05	5645	0 F05	10.00
						F05	10.00
						G01	62.60
						G01	62.60
1744864 LORD, HENRY 2612 MEAT CAMP RD BOONE, NC 28607	RE 2015 1000230 2913-18-3462-000 TAX RELEASES CLERICAL ERROR	1000230	05/31/2016	F09	5650	0 F09	44.40
						F09	44.40
						G01	277.94
						G01	277.94

05/31/2016 16:17
Larry.Warren

WATAUGA COUNTY
RELEASES - 05/01/2016 TO 05/31/2016

P 2
tnccrpt

OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1751295 MARKET PLACE OF BOONE, LLC 4107 4TH STREET LN NW HICKORY, NC 28601	RE 2015	1000232	05/31/2016			0	1,354.64
	2910-39-9814-004			C02		G01	1,034.15
	TAX RELEASES CLERICAL ERROR				5649		2,388.79
1761958 MASON, SCOTT 932 CANDLEGLOW DRIVE GASTONIA, NC 28056	PP 2015	1000112	05/31/2016			0	9.22
	1810			F12		G01	57.69
	TAX RELEASES CLERICAL ERROR				5655	SWF	80.00
							146.91
1599106 MOSS, RICKY JACKSON MOSS, REBECCA SAIN 1168 VILLAGE RD LINCOLNTON, NC 28092	RE 2015	1000226	05/31/2016			0	15.00
	2859-30-4668-000			F05		F05	15.00
	TAX RELEASES CLERICAL ERROR				5644	G01	93.90
						G01	93.90
							217.80
1761883 ODP, INC 122 SOUTH DEPOT ST BOONE, NC 28607	PP 2015	1000114	05/31/2016			0	349.85
	1805			C02		G01	267.08
	TAX RELEASES				5654	MS1	179.19
	CLERICAL ERROR					C02L	69.97
						G01L	53.42
						MS1L	35.84
							955.35
1620877 POWDER HORN MOUNTAIN PROPERTY OWNERS ASS 1568 POWDER HORN MTN RD DEEP GAP, NC 28618	RE 2015	1000231	05/31/2016			0	11.05
	2859-62-1189-000			F05		G01	69.17
	TAX RELEASES CLERICAL ERROR				5648		80.22
1577094 RIDGE RUNNER TRADING CO., INC. PO BOX 391 DTS BOONE, NC 286070391	PP 2015	1000109	05/31/2016			0	28.11
	1812			F02			
	TAX RELEASES CLERICAL ERROR				5642		
1760396 SMITHWICK, TERRY D 212 TEACHES COVE RD BATH, NC 27808	RE 2015	1000227	05/31/2016			0	10.00
	2859-41-2605-000			F05		F05	10.00
	TAX RELEASES				5647	G01	62.60
	CLERICAL ERROR					G01	62.60
							145.20
1334408 WARD, BOBBY LEE WARD, DELLA RAY 985 LAUREL GAP RIDGE RD BOONE, NC 28607-6278	RE 2015	1000237	05/31/2016			0	.90
	2931-93-7370-000			F10		G01	5.63
	TAX RELEASES CLERICAL ERROR				5651		6.53

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WATAUGA COUNTY
RELEASES - 05/01/2016 TO 05/31/2016

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1620815 WATER QUALITY UTILITIES INC PO BOX 1167 BANNER ELK, NC 28604	RE 2015 1888-16-1877-000 TAX RELEASES CLERICAL ERROR	1000239	05/31/2016	F01	5643	0 F01 F01 G01 G01	.50 .50 3.13 3.13 <hr/> 7.26
1621650 WOODRING, JUNIOR RAY WOODRING, ROSA LEA 7476 NC HWY 194 N BOONE, NC 28607	PP 2015 1811 TAX RELEASES CLERICAL ERROR	1000113	05/31/2016	F09	5656	0 F09 G01	10.53 65.89 <hr/> 76.42
DETAIL SUMMARY	COUNT: 15		RELEASES - TOTAL			0	14,543.27

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Larry.Warren

WATAUGA COUNTY
RELEASES - 05/01/2016 TO 05/31/2016

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RELEASES - CHARGE SUMMARY FOR ALL CLERKS

YEAR	CAT	CHARGE	AMOUNT	
2015	RE	C02	BOONE RE	1,354.64
2015	RE	F01	FOSCOE FIRE RE	1.00
2015	RE	F05	STEWART SIMMONS FIRE RE	111.05
2015	RE	F09	MEAT CAMP FIRE RE	88.80
2015	RE	F10	DEEP GAP FIRE RE	.90
2015	RE	G01	WATAUGA COUNTY RE	2,297.09
2015	PP	C02	BOONE PP	368.87
2015	PP	C02L	BOONE LATE LIST	73.77
2015	PP	F02	BOONE FIRE PP	1,003.36
2015	PP	F02L	BOONE FIRE LATE LIST	325.42
2015	PP	F09	MEAT CAMP FIRE PP	10.53
2015	PP	F12	BLOWING ROCK FIRE PP	9.22
2015	PP	G01	WATAUGA COUNTY PP	6,510.18
2015	PP	G01L	WATAUGA COUNTY LATE LIST	2,093.41
2015	PP	MS1	BOONE MUNICIPAL SERV DIST PP	179.19
2015	PP	MS1L	BOONE MUNICIPAL SERV DIST LATE	35.84
2015	PP	SWF	SANITATION USER FEE	80.00
			2015 TOTAL	14,543.27
			SUMMARY TOTAL	14,543.27

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WATAUGA COUNTY
RELEASES - 05/01/2016 TO 05/31/2016

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tncrapt

RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT	
C02	2015	C02	BOONE RE	1,723.51
C02	2015	C02L	BOONE LATE LIST	73.77
C02	2015	G01	WATAUGA COUNTY RE	1,315.75
C02	2015	G01L	WATAUGA COUNTY LATE LIST	56.32
C02	2015	MS1	BOONE MUNICIPAL SERV DIST PP	179.19
C02	2015	MS1L	BOONE MUNICIPAL SERV DIST LATE	35.84
		C02	TOTAL	3,384.38
F01	2015	F01	FOSCOE FIRE RE	1.00
F01	2015	G01	WATAUGA COUNTY RE	6.26
		F01	TOTAL	7.26
F02	2015	F02	BOONE FIRE PP	1,003.36
F02	2015	F02L	BOONE FIRE LATE LIST	325.42
F02	2015	G01	WATAUGA COUNTY PP	6,105.00
F02	2015	G01L	WATAUGA COUNTY LATE LIST	2,037.09
		F02	TOTAL	9,470.87
F05	2015	F05	STEWART SIMMONS FIRE RE	111.05
F05	2015	G01	WATAUGA COUNTY RE	695.17
		F05	TOTAL	806.22
F09	2015	F09	MEAT CAMP FIRE RE	99.33
F09	2015	G01	WATAUGA COUNTY RE	621.77
		F09	TOTAL	721.10
F10	2015	F10	DEEP GAP FIRE RE	.90
F10	2015	G01	WATAUGA COUNTY RE	5.63
		F10	TOTAL	6.53
F12	2015	F12	BLOWING ROCK FIRE PP	9.22
F12	2015	G01	WATAUGA COUNTY PP	57.69
F12	2015	SWF	SANITATION USER FEE	80.00
		F12	TOTAL	146.91
		SUMMARY	TOTAL	14,543.27

AGENDA ITEM 11:

FINANCE MATTERS

A. Budget Amendments

MANAGER'S COMMENTS:

Ms. Margaret Pierce, Finance Director, will review budget amendments as included in your packet.

Board approval is requested.



WATAUGA COUNTY FINANCE OFFICE

814 West King St., Suite 216, Boone, NC 28607 Phone (828) 265-8007

MEMORANDUM

TO: Deron T. Geouque, County Manager
FROM: Margaret Pierce, Finance Director
SUBJECT: Budget Amendments - FY 2015/16
DATE: June 1, 2016

The following budget amendments require the approval of the Watauga County Board of Commissioners. Board approval is requested.

<u>Account #</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
104199 499100	Administrative Contingency		15,238
105890 463120	Green Valley Park	3,200	
105890 463104	Watauga County Arts Council	12,038	

Per Board action; to transfer funds for gravel for Green Valley Park and renovations for Watauga Arts Council.

243102 312100	Boone Rural Current Year Tax Revenue		8,000
243102 312108	Shawneehaw Special Current Year Tax Revenue		400
283102 312104	Beaver Dam Current Year Tax Revenue		1,500
283102 312106	Zionville Current Year Tax Revenue		3,000
283102 312108	Shawneehaw Current Year Tax Revenue		1,000
283102 312109	Meat Camp Current Year Tax Revenue		6,000
283102 312110	Deep Gap Current Year Tax Revenue		3,000
283102 312119	Creston Current Year Tax Revenue		300
244340 469905	Boone Rural	8,000	
244340 469908	Shawneehaw Special	400	
284340 469904	Beaver Dam	1,500	
284340 469906	Zionville	3,000	
284340 469908	Shawneehaw	1,000	
284340 469909	Meat Camp	6,000	
284340 469910	Deep Gap	3,000	
284340 469919	Creston	300	

To recognize additional projected property tax revenues above original budget.

<u>Account #</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
103200 323100	Sales Tax Revenue		114,562
104330 469100	Professional Services-Audits	700	
104330 469901	Foscoe Fire	14,062	
104330 469903	Fall Creek	150	
104330 469904	Beaver Dam Fire	879	
104330 469905	Boone Fire	26,364	
104330 469906	Zionville Fire	4,556	
104330 469907	Cove Creek Fire	11,011	
104330 469910	Meat Camp Fire	10,119	
104330 469911	Todd Fire	2,223	
104330 469912	Blowing Rock Fire	23,718	
104330 469913	Shawneehaw Fire	3,615	
104330 469924	Deep Gap Fire	17,165	

To allocate funds for sales tax payments to the fire departments above original projections.

103300 333000	JCPC Grant		20,615
105890 463144	WYN-Youth Resource Center	20,615	

To recognize an additional allocation from the NC Department of Public Safety for Juvenile Crime Prevention Council programs through WYN. Wyn is providing the required match.

143531 323000	Federal/State Reimbursements		42,640
145410 440500	Undocumented Clients		41,360
145310 469101	DSS-Legal	80,000	
145370 469101	CSE-Legal	8,000	
145370 449901	CSE-Court fees		3,500
145370 469102	CSE-Sheriff's fees		500

To recognize additional revenues from DHHS for increased expenditures in legal service due to additional cases above estimated. County portion of expenses is available from reduced costs for undocumented clients.

143585 323000	Title XX Daycare Revenues		31,978
143585 323002	Smart Start Revenues		7,740
145850 440900	Title XX Daycare Expenditures	31,978	
145850 440901	Smart Start Daycare Expenditures	7,740	

To recognize additional allocation in daycare funds. No County funds are required.

145430 440800	State FC Standard		38,200
145410 440003	IVE FC Standard	38,200	

To allocate funds between foster care standard lines due to changes in client categories from estimates.

<u>Account #</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
145390 440300	Adoption Assistance IVE	16,000	
145460 440500	Special Assistance to the Blind	71	
145410 440500	Undocumented Clients		16,071

To allocate funds for program needs above the State maximum reimbursement available.

AGENDA ITEM 11:

FINANCE MATTERS

B. Proposed Irrevocable Trust Agreement for Law Enforcement Officers' Special Separation Allowance

MANAGER'S COMMENTS:

Ms. Margaret Pierce, Finance Director, will present a draft Irrevocable Trust Agreement for the assets pertaining to the Law Enforcement Officers' Special Separation Allowance (LEOSSA). The Trust agreement is required by GASB 68 and 73. The agreement is similar to the trust and resolution previously adopted for post-employment benefits (medical insurance for retirees).

The document follows the same language previously provided by the County Attorney. Board approval is requested to adopt the resolution and trust agreement.



WATAUGA COUNTY

FINANCE OFFICE

814 West King St., Room 216 - Boone, NC 28607 - Phone (828) 265-8007 Fax (828) 265-8006

MEMORANDUM

TO: Deron Geouque, County Manager
FROM: Margaret Pierce, Finance Director
SUBJECT: Irrevocable Trust Agreement for LEOSSA
DATE: May 31, 2016

Attached please find a draft Irrevocable Trust Agreement prepared by the County Attorney, a resolution for assets the County has for the Law Enforcement Officers' Special Separation Allowance (LEOSSA) benefits and a copy of NC General Statute 143-166.42 pertaining to these required pension payments. These documents will allow the County to meet the requirements of GASB 68 and 73 for the accounting and reporting requirements for benefits vested to law enforcement employees by NC General Statute 143-166.42 and not yet paid.

Board approval of the Trust Agreement and resolution are requested.

THE WATAUGA COUNTY SPECIAL SEPARATION
ALLOWANCE IRREVOCABLE TRUST

THE TRUST AGREEMENT, entered into this 6th day June, 2016, by and between the County of Watauga, 814 West King Street, Suite 216, Boone, North Carolina, hereinafter referred to as “Settlor” and as “Trustor”.

WHEREAS, Watauga County is a body politic of the State of North Carolina, duly organized and existing pursuant to the laws of the State of North Carolina; and

WHEREAS, Watauga County employs and has employed numerous individuals to perform the vital functions of county government, and as a result of such employment those employees are provided compensation and benefits depending upon their position, years of service, and other factors; and

WHEREAS, the State of North Carolina requires that local governments provide an accounting and report the status of funding for benefits which have vested to employees but which have not yet been paid; and

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statements No. 68 and 73, which provide for the Accounting and Financial Reporting by Employers for Pension benefits for the Law Enforcement Officers’ Special Separation Allowance; and

WHEREAS, Watauga County hereby creates this irrevocable trust agreement for The administration, accounting, protection, and distribution of funding set aside for the funding and payment of benefits to employees which have accrued but which are not yet payable.

THEREFORE, Watauga County, for itself, its successors and assigns, hereby sets Forth the terms and conditions of the Watauga County Law Enforcement Officers' Special Separation Allowance Irrevocable Trust:

ARTICLE ONE
TRUST ESTATE

1.1 TRANSFER IN TRUST: Watauga County has transferred and delivered to the Trustee the sum of ten dollars (\$10.00), the receipt of which is hereby acknowledged by the Trustee. Such property and all other property transferred to and received by the Trustee to be held pursuant to this trust shall constitute the "Trust Estate" and shall be held, administered and distributed by the Trustee as hereinafter provided.

1.2 ADDITIONS TO TRUST ESTATE: Watauga County shall have the right at any time to add other property to the trust. Such property, when received and accepted by the Trustee, shall become part of the Trust Estate. Watauga County may advance funds in excess of the actual accrued benefits, if deemed advisable by the Watauga County Board of Commissioners to use this mechanism of funding Law Enforcement Officers' Special Separation Allowance payments.

1.3 NAME OF TRUSTEE: The Trustee of the trust shall be named by the Watauga County Board of Commissioners, as duly constituted under North Carolina law. The original trustee of the said Trust shall be Margaret Pierce, in her official capacity as Finance Director for the County of Watauga, 814 West King Street, Suite 215, Boone, North Carolina, 28607. Unless otherwise altered as set forth in Paragraph 1.5, the trustee shall at all times be the individual appointed by the Watauga County Board of Commissioners to act as its Finance Director, who shall serve at the pleasure of the Watauga County Board of Commissioners.

1.4 NAME OF REPLACEMENT TRUSTEE: The Watauga County Board of Commissioners may at any time name a replacement or substitute trustee in the place of

the Finance Director, and shall fill any vacancies in the position of trustee or replace any substitute or replacement trustee as deemed advisable in their soil discretion.

1.5 **BENEFICIARIES:** The beneficiaries of this trust shall be those employees of Watauga County who have accrued benefits as a result of their employment with Watauga County which have vested but not been paid including, but not limited to post-employment Law Enforcement Officers' Special Separation Allowance benefits. The actual benefits to which an employee would be entitled shall depend upon their individual contract and agreement with Watauga County.

ARTICLE TWO

REVOCATION OF TRUST

2.1 **AMENDMENT BY THE WATAUGA COUNTY BOARD OF COMMISSIONERS:** The trust may only be amended by the Watauga County Board of Commissioners and shall be only amended in compliance with applicable laws and regulations governing the administration of the Law Enforcement Officers' Special Separation Allowance which are subject to this trust. All funds deposited in this trust shall be restricted only to the purpose for which this trust is established, and such funds cannot be removed by the trustee or Watauga County for any purpose or reason other than to pay benefits or administer the plan. If not needed for benefits, such funds shall be held in this trust and retained until the last eligible beneficiary is deceased.

2.2 **IRREVOCABILITY OF TRUST:** From and after the date of execution of this Trust, it shall be irrevocable and shall not be altered or amended, except as set forth in Paragraph 2.1. All contributions to this trust shall be irrevocable and used only in accordance with the terms of this trust.

2.3 **POWERS:** All powers as set forth in North Carolina General Statutes, Section 32-27, shall apply to this Trust and the same is hereby incorporated herein by reference, to the extent not inconsistent with the terms contained herein.

ARTICLE THREE

DISTRIBUTIONS BY TRUSTEE

3.1 **DISTRIBUTION:** During the existence of this trust, the trustee shall only distribute funds as necessary to administer the plan and pay benefits to eligible employees/retirees as set forth in NC General Statute 143-166.42. In the event funds contained in this trust exceed the total amount of contingent liabilities owed to employees/retirees, the Trustee may transfer such excess funds to the General Fund of Watauga County.

3.2 **TERMINATION:** This trust and all provisions described herein shall continue until the last eligible employee/retiree is deceased or NCGS 143-166.42 no longer applies; whichever occurs first. Upon the death of the last eligible employee/retiree or the abolishment of the statutory requirement for funding the LEOSSA, all funds remaining shall revert to the General Fund of Watauga County.

ARTICLE FOUR

POWERS OF TRUSTEE

4.1 **RETAIN INVESTMENTS:** The trustee is authorized to retain in the trust such investments as are approved by the North Carolina State Treasurer's office and administer such funds as are provided to the trust from time to time by the Watauga County Board of Commissioners. The trustee may invest such funds with the North Carolina State Treasurer as provided by law.

4.2 **MANAGEMENT OF TRUST PROPERTY:** The trustee shall, with respect to any and all property, which may at any time be held by it in trust pursuant to this Agreement, whether such property constitutes principal or accumulated income, have the power, exercisable in accordance with the laws of the State of North Carolina, and from time to time on such terms and in such manner as Trustee may deem advisable, to:

(1) Invest, exchange, convert, improve, repair, manage, operate and control the corpus of the trust;

- (2) Carry insurance of such kinds and in such amounts at the expense of the trust provided for in this agreement as the Trustee may deem advisable;
- (3) Commence or defend at the expense of any trust provided for in this agreement such litigation with respect to any such trust or any property of the trust estate as it may deem advisable;
- (4) Vote and give proxies to vote any securities, including stock of trustee, held by it in trust pursuant to this agreement, having voting rights;
- (5) Pay any assessments or other charges levied on any stock or other security held by it in trust pursuant to this agreement;
- (6) Exercise any subscription, conversion, or other rights or options which may at any time attach, belong, or be given to the holders of any stocks, bonds, securities or other instruments held by it in trust pursuant to this agreement;
- (7) Participate in any plans or proceedings for the foreclosure, reorganization, consolidation, merger or liquidation of any corporation or organizations that has issued securities held by it in trust pursuant to this agreement, and incident to such participation to deposit securities to protective or other committee established to further or defeat any such plan or proceeding;
- (8) Enforce any mortgage or pledge held by it in trust pursuant to this agreement and at any sale under any such mortgage, or pledge to bid and purchase at the expense of any trust provided for in this agreement any property subject to such security instrument;
- (9) Compromise, submit to arbitration, release with or without consideration and otherwise adjust any claim in favor of or against the trust provided for in this agreement;
- (10) Subject to any limitations expressly set forth in this agreement and the faithful performance of its fiduciary obligations, do all such acts, take all such proceedings and exercise all such rights and privileges as could be done, taken or exercised by Watauga County.

4.3 NO POWER TO BORROW MONEY: The trustee shall not have the power to borrow money from any person, firm or corporation, for any trust purpose without the consent of the Watauga County Board of Commissioners.

4.4 MANNER OF HOLDING TRUST SECURITIES: Consistent with the laws and regulations of the State of North Carolina, the trust may hold securities or other property subject to this agreement in its own name under this agreement, without a designation showing title being held by the trustee under this agreement.

4.5 TAXES AND EXPENSES OF TRUST: All property taxes, assessments, fees, charges or other expenses incurred by the trustee in the administration or protection of the trusts created by this agreement, except any compensation of the trustee, shall be a charge on the trust estate and shall be paid by the trustee prior to final distribution of the trust estate, or partially out of the principal and partially out of the income of the trust estate, in such manner and proportions as the trustee may deem to be advisable.

ARTICLE FIVE

AUDIT AND ADMISTRATION

5.1 ADMISTRATION: This trust shall be administrated in accordance with Statements 68 and 73 from the Governmental Accounting Standards Board (GASB). The trustee shall coordinate with Watauga County to calculate expenses for benefits which are earned by employees but have not paid. The trustee shall also coordinate with Watauga County to calculate the actuarial liabilities for benefits related to employees' past service and assess to the extent those benefits have been funded.

5.2 ACTUARIAL VALUATION: The trustee shall coordinate with Watauga County and the State of North Carolina to provide an actuarial valuation of the plan, in accordance with North Carolina State law and GASB recommendations. The trustee may only use the audit methods approved by the State of North Carolina, and may retain the services of approved auditors for the purpose of conducting this audit. Actuarial valuations shall be obtained every years.

5.3 REPORTING OF COST: The trustee shall report the costs associated with this trust by isolating costs between current employees and retirees, if any current employees were to receive benefits from this trust.

5.4 REPORT OF ACTUARIAL VALUATION: Upon receipt of the report of the actuarial valuation the trustee shall report to the Watauga County Board of Commissioners the findings of the report, and the determination of any unfunded accrued actuarial liability (UAAL) and the annual required contribution (ARC) determined by the report. Nothing contained herein shall require the Watauga County Board of Commissioners to fund any liability reported, unless otherwise required by State law. The trustee and Watauga County shall report as necessary to the appropriate State agencies the results of the audit.

5.5 REQUIRED SUPPLEMENTARY INFORMATION: The trustee should include LEOSSA information similar to other pension plans in the report of financial statements, including a description of the plan and the types of benefits provided. The report should also include a summary of significant accounting policies, basis of accounting, method used to value investments, funding policy, contribution information, funded status and funding progress, and any actuarial methods and assumptions used in the report.

ARTICLE SIX

RESIGNATION AND COMPENSATION OF TRUSTEE

6.1 RESIGNATION OF TRUSTEE: The trustee shall have the right to resign at any time, and on such resignation the Watauga County Board of Commissioners shall appoint a successor trustee who shall have all powers and duties of the original trustee.

6.2 RIGHTS AND POWERS OF SUCESSOR TRUSTEE(S): Any successor trustee appointed as provided in Section 6.1 or 6.2 of this agreement because of the death, resignation or other act of the trustee, shall on such appointment being made immediately succeed to all title of the trustee to the trust estate and to all powers, rights, discretions, and immunities of the Trustee under this agreement with the same effect as though such

successor were originally named as Trustee in this agreement. A successor trustee should not be liable for the acts or omissions or the predecessor trustee.

6.3 COMPENSATION OF TRUSTEE: No compensation shall be made to any trustee, replacement trustee, or successor trustee unless such compensation is approved by the Watauga County Board of Commissioners. In the event such compensation is approved, the trustee shall be entitled to receive said compensation, so long as it is reasonable at the time services are rendered.

6.4 BOND: The trustee of this trust, and any successor or replacement trustees, shall post a bond as deemed sufficient by the Watauga County Board of Commissioners.

ARTICLE SEVEN

CONSTRUCTION OF TRUST

7.1 APPLICABLE LAW: This trust created by this agreement has been accepted by the trustee of the State of North Carolina, will be administered by the trustee in said State and the validity construction, and all rights under this agreement, shall be governed by the laws of the State of North Carolina.

7.2 INVALIDITY OF ANY PROVISIONS: Should any provisions of this agreement be or become invalid or unenforceable, the remaining provisions of this agreement shall be and continue to be fully effective.

7.3 NOTICES: Any notices of any communication required or permitted by this agreement to be delivered to or served on the trustee shall be deemed properly delivered to, served upon, and received by the trustee when personally delivered to the trustee; or, in lieu such personal service, and when deposited in the United States mail, certified mail with postage prepaid, addressed to the Trustee. Notice to beneficiaries shall be deemed properly delivered to, served upon, and received by them when personally delivered to the beneficiaries; or in lieu of personal service, when deposited in the United States mail, certified mail with postage prepaid, addressed to the beneficiary.

IN WITNESS WHEREOF, Settlor and Trustee have executed this instrument on the day and year first above written.

SETTLOR:

TRUSTEE:

_____(SEAL)

_____(SEAL)

Jimmy Hodges, Chairman
Watauga County Board of
Commissioners

Margaret Pierce, in her official
capacity as Finance Director
Trustee

Attest:

_____(SEAL)

Anita Fogle, Clerk to the Board

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Deron Geouque, Deputy Finance Director
Watauga County

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

I, _____, Notary Public, do hereby certify that Anita Fogle, as Clerk to the Watauga County Board of Commissioners, Settlor, and Margaret Pierce, Trustee, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

WITNESS my hand and notarial seal, this _____ day of _____ 2016.

_____ (SEAL)

Notary Public

My commission expires _____

STATE OF NORTH CAROLINA

DRAFT

COUNTY OF WATAUGA

RESOLUTION FOR THE EXECUTION OF REQUIRED TRUST AGREEMENT FOR LAW ENFORCEMENT OFFICERS' SPECIAL SEPARATION ALLOWANCE BENEFITS

WHEREAS, the County of Watauga (the "County") provides special separation allowance benefit coverage for law enforcement retirees of the County who have satisfied certain age, service and other requirements; and

WHEREAS, the age, service and other requirements for coverage are included with NC General Statute 143-166.42; and

WHEREAS, the payment of special separation allowance benefit coverage for retirees is currently funded by the County on a "pay-as-you-go" basis with partial actuarial required contribution funding; and

WHEREAS, the trustee agreement is required by Governmental Accounting Standards Board Statements 68 and 73 for management of the assets invested for the provision of Law Enforcement Officers' Special Separation Allowance (the "LEOSSA") to pay retired employee special separation allowance benefits as provided for by NCGS 143-166.42; and

WHEREAS, neither the establishment of this trust nor the prefunding mechanism to pay retirees special separation allowance benefits shall be construed as creating or evidencing an obligation on the County's part to maintain or continue its practice of providing post-employment special separation allowance benefits to retirees above the NC General Statute requirements; and

WHEREAS, the County intends that contributions to the trust will qualify as "contributions in relation to the actuarial required contribution" within the meaning of Governmental Accounting Standards Board Statements 68 and 73 and that this trust will qualify as a "trust or equivalent arrangement" within the meaning of Government Accounting Standards Board Statements 68 and 73; and

WHEREAS, the County intends that the income of this trust shall be excludible from federal income taxation under Section 115(1) of the Code; and

NOW, THEREFORE, BE IT RESOLVED by the Watauga County Board of Commissioners that the Finance Director and County Manager be authorized and directed to execute any and all contracts and agreements necessary for the establishment of a legally compliant and binding, permanent trust fund for the irrevocable law enforcement officers' special separation allowance funds.

ADOPTED this the 6th day of June, 2016.

ATTEST:

Jimmy Hodges, Chairman
Watauga County Board of County Commissioners

Anita Fogle, Clerk to the Board

§ 143-166.42. Special separation allowances for local officers.

(a) On and after January 1, 1987, every sworn law enforcement officer as defined by G.S. 128-21(11d) or G.S. 143-166.50(a)(3) employed by a local government employer who qualifies under this section shall receive, beginning in the month in which the officer retires on a basic service retirement under the provisions of G.S. 128-27(a), an annual separation allowance equal to eighty-five hundredths percent (0.85%) of the annual equivalent of the base rate of compensation most recently applicable to the officer for each year of creditable service. The allowance shall be paid in equal installments on the payroll frequency used by the employer. To qualify for the allowance, the officer shall:

- (1) Have (i) completed 30 or more years of creditable service or (ii) have attained 55 years of age and completed five or more years of creditable service; and
- (2) Not have attained 62 years of age; and
- (3) Have completed at least five years of continuous service as a law enforcement officer as herein defined immediately preceding a service retirement. Any break in the continuous service required by this subsection because of disability retirement or disability salary continuation benefits shall not adversely affect an officer's qualification to receive the allowance, provided the officer returns to service within 45 days after the disability benefits cease and is otherwise qualified to receive the allowance.

(b) As used in this section, "creditable service" means the service for which credit is allowed under the retirement system of which the officer is a member, provided that at least fifty percent (50%) of the service is as a law enforcement officer as herein defined.

(c) Payment to a retired officer under the provisions of this section shall cease at the first of:

- (1) The death of the officer;
- (2) The last day of the month in which the officer attains 62 years of age; or
- (3) The first day of reemployment by a local government employer in any capacity.

Notwithstanding the provisions of subdivision (3) of this subsection, a local government employer may employ retired officers in a public safety position in a capacity not requiring participation in the Local Governmental Employees' Retirement System, and doing so shall not cause payment to cease to those officers under the provisions of this section.

(d) This section does not affect the benefits to which an individual may be entitled from State, local, federal, or private retirement systems. The benefits payable under this section shall not be subject to any increases in salary or retirement allowances that may be authorized by local government employers or for retired employees of local governments.

(e) The governing body of each local employer shall determine the eligibility of employees for the benefits provided herein.

(f) The governing body of each local employer shall make the payments set forth in subsection (a) of this section to those persons certified under subsection (e) of this section from funds available. (1985 (Reg. Sess., 1986), c. 1019, s. 2; 2009-396, s. 1.)

AGENDA ITEM 11:

FINANCE MATTERS

C. Proposed Agreement with Town of Beech Mountain Fire

MANAGER'S COMMENTS:

Ms. Margaret Pierce, Finance Director, will present a contract between the County and the Town of Beech Mountain Fire Department for fire service protection.

Board action is required to approve the contract as presented.

This instrument drawn by: Eggers, Eggers, Eggers and Eggers, PLLC,
Attorneys at Law, Boone, North Carolina 28607

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

THIS AGREEMENT, made and entered into this the _____ day of June, 2016, by and between the Town of Beech Mountain Fire Department of Watauga County, a municipal fire department (hereinafter referred to as “Beech Mountain FD”) and Watauga County, a North Carolina political subdivision and body politic of the State of North Carolina (hereinafter “Watauga County”).

Whereas, Beech Mountain FD is a fire department established for the purposes of providing fire protection within its fire district for the citizens and property owners within the district; and

Whereas, Beech Mountain FD is geographically located such that it is in a position wherein it can provide rated coverage for certain areas within the Beech Mountain response district, and is willing to do so subject to the terms and conditions set forth herein.

NOW, THEREFORE, Beech Mountain FD, and Watauga County, in mutual consideration of the terms and conditions set forth herein, and upon the recitals set forth above, do hereby agree as follows:

1. Beech Mountain FD shall provide primary response coverage to calls for service within the response district area shown on the map attached hereto as Exhibit A and incorporated by reference. Beech Mountain FD agrees to furnish and provide continuing fire protection service to property within this service area by dispatching upon call of any resident or property owner within the service area described by this agreement, and shall provide adequate personnel

to provide such service.

2. Watauga County shall make a monthly payment to Beech Mountain FD for taxes actually collected from the specified territory as shown on the map attached hereto as Exhibit A for the provision of these services.

3. Beech Mountain FD shall at all times maintain an approved Fire District rating through the North Carolina Department of Insurance for the area covered by this agreement, and shall take all steps necessary to remain an approved Fire Department with the appropriate State agencies.

4. This agreement may be terminated by either party without cause effective June 30 of a calendar year by giving written notice to the other and the Watauga County Board of Commissioners no sooner than the preceding January 1 of that calendar year to allow a period of 180 days to make alternate arrangements for fire protection for this area.

5. This Agreement is entered into in Watauga County, North Carolina, and shall be construed in accordance with the laws of the State of North Carolina. The parties hereby agree that Watauga County, North Carolina shall be the exclusive venue for issues arising as a result of this contract.

6. This Agreement shall not become effective until executed by all parties and approved by the Watauga County Board of Commissioners and the Town of Beech Mountain Town Council.

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*Contract for Fire Services for the Beech Mountain Rural Fire Service District of Watauga County
Signature Page*

IN WITNESS WHEREOF the Town of Beech Mountain Fire Department and Watauga County have executed this Agreement, the day and year first above written.

By: _____
Mayor, Town of Beech Mountain

By: _____
Jimmy Hodges, Chairman
Watauga County Board of Commissioners

Attest:

Attest:

(SEAL)
Clerk, Town of Beech Mountain

(SEAL)
Anita J. Fogle, Clerk to the Watauga
County Board of Commissioners

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Margaret Pierce
Watauga County Finance Officer

AGENDA ITEM 12:

PROPOSED AMENDMENTS TO AN ORDINANCE TO REGULATE LOUD DISTURBING NOISE AND ACTIVITIES

MANAGER'S COMMENTS:

Per Commissioner request, time has been reserved for discussion regarding the County's current noise ordinance. Should the Board wish to make changes to the existing ordinance a public hearing would be required.

Staff seeks direction from the Board.

State of North Carolina

County of Watauga

AN ORDINANCE TO REGULATE LOUD DISTURBING NOISE AND ACTIVITIES

The Board of Commissioners for the county of Watauga, North Carolina, pursuant to G. S. 153A-133 hereby adopts this ordinance as follows:

1. Subject to the provisions of this section, it is prohibited to create, cause, or allow any unreasonably loud, disturbing noise that is plainly audible. To wit: any sound that is clearly and unambiguously communicated to a listener without the aid of any listening device, ~~particularly, but not exclusively~~ between the hours of 11 pm and 7 am. Noise of such character, intensity, and duration as to be detrimental to the health, safety, or welfare of any reasonable person in the vicinity is prohibited.
2. The following acts, among others, are declared to be loud disturbing noises in violation of this ordinance, but such enumeration shall not be deemed exclusive:
 - a. The use of any loud, boisterous or raucous language.
 - b. Noise emanating from a party or gathering in such volume and duration so as to disturb the quiet comfort or repose of any person in the vicinity.
 - c. The playing of any radio, television, audio device or amplification equipment at such a volume and duration so as to disturb the quiet comfort or repose of any person in the vicinity.
 - d. Intentional sounding of horns; the operation of any automobile, motorcycle, bus, or remote control device that creates loud or disturbing noise; or the operation of such vehicle or device without a muffler in good working order, so as to disturb the quiet comfort or repose of any person in the vicinity.
 - e. Operating or permitting the operation of any motor vehicle or motorcycle that engages in jackrabbit starts, spinning tires, racing engines, or other loud disturbing noises so as to disturb the quiet comfort or repose of any person in the vicinity.
 - f. The repair, rebuilding or testing of any motor vehicle or motorcycle which creates loud disturbing noise so as to disturb the quiet comfort or repose of any person in the vicinity.
 - g. The creation of excessive noise on any street adjacent to any school, institution of learning, library or sanitarium or court, while same is in session, or adjacent to any hospital or church during services.
 - h. ~~Owning, possessing, harboring, or allowing any dog, bird or other animal which by frequent or habitual howling, barking, yelping or creating other unreasonably loud disturbing noise continuously or incessantly so as to disturb the quiet comfort or repose of any person in the vicinity.~~
 - i. The operation of any airborne device, controlled remotely or otherwise, used in a

manner and to such a degree as to disturb, annoy or harass any reasonable person, or to disturb the quiet comfort or repose of any person in the vicinity.

3. The Watauga County Sheriff's Office shall be responsible for the enforcement of this ordinance. Violations shall constitute a Class 3 misdemeanor and may be punishable in accordance with NCGS §14-4 including a fine of up to five hundred (\$500) dollars.
4. A civil action seeking penalties; along with orders of abatement and injunction may be directed toward persons found responsible for creating noise or disturbances as defined herein.
5. The following uses and activities, among others, shall be exempt from the provisions of this ordinance. However, such enumeration shall not be deemed exclusive:
 - a. Noise resulting from farming operations, including but not limited to, farm machinery, farm equipment, and livestock.
 - b. Noise associated with normal operations of any facility properly licensed by the North Carolina Department of Agriculture, Veterinary Division as a boarding kennel, pet shop, dealer, or from any officially established animal shelter.
 - c. Noise associated with any legal operations of any firearms club or association.
 - d. Noise caused by the discharge of firearms by law enforcement officers in the performance or their official duties or during official firearms training.
 - e. Noise associated with any event held in recognition of a community celebration of national, state or county events or public festivals.
 - f. Non-amplified crowd noise.
 - g. Chimes or bells of businesses, schools, camps or religious institutions in the daylight hours that operate no longer than 10 minutes in any hour.
 - h. Emergency vehicles and signaling devices.
 - i. Noise associated with any fire alarm, security system, or any alarm designed to elicit a response from emergency services.
6. An Ordinance To Regulate Loud Disturbing Noise, As Amended, found in Watauga County Book of Ordinances #4, page 10, enacted July 22, 1986 is hereby repealed.
7. This ordinance shall be in effect on this the 20th day of July, 2015.

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AGENDA ITEM 13:**ADOPTION OF THE FISCAL YEAR 2017 BUDGET ORDINANCE****MANAGER'S COMMENTS:**

The Fiscal Year 2017 Budget Ordinance is presented for adoption. Below is a list of changes that were requested by the Board and which have been incorporated into the proposed budget:

General Fund

- | | | |
|--|------------|------------|
| • Remove 3% from BCC COLA | \$ (1,222) | |
| • Increase Children's Playhouse | \$ 1,223 | |
| • Increase W.A.M.Y. Community Action | \$ 2,500 | |
| • Reduced General Admin Miscellaneous Expenses | \$ 2,500 | Net Change |

The Board may approve the proposed budget ordinance as presented, request changes, or schedule an additional work session. North Carolina General Statutes requires the budget be adopted by June 30th.

Board action is requested.

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

BE IT ORDAINED by the Board of Commissioners of Watauga County, North Carolina, meeting in regular session this 6th day of June, 2016, that the following fund revenues and departmental expenditures, together with certain restrictions and authorizations, are adopted:

SEC. I**GENERAL FUND*****A. Revenues Anticipated:***

<u>SOURCE</u>	<u>AMOUNT</u>
<u>Taxes, Ad Valorem</u>	
Taxes, Current Year	\$26,970,168
Taxes, Prior Years	\$450,000
Tax Advertising and Interest	\$200,000
<u>Taxes, Other</u>	
1% Local Option Sales Tax - 39	\$5,460,000
1/2% Local Option Sales Tax - 40	\$2,625,000
1/2% Local Option Sales Tax - 42	\$2,940,000
Real Property Transfer Tax	\$360,000
ABC Bottle Tax	\$21,000
Cable TV Franchise Tax	\$320,000
Gross Receipts Tax - Vehicles	\$40,000
Gross Receipts Tax - Heavy Equipment	\$2,500
<u>Intergovernmental Revenues</u>	
Payments in Lieu of Taxes	\$20,000
Court Facilities Fees	\$125,000
Sales Tax Agreements with Towns	\$1,405,000
Town of Boone Tax Collection Fees	\$110,771
<u>Permits and Fees</u>	
Gun Permits	\$3,500
Serving Civil Summons	\$55,000
Detention Center and Officers' Fees	\$20,000
Inspection Fees	\$230,000
Register of Deeds Fees	\$250,000
Register of Deeds Fees-Supplemental 10% Fee	\$30,000
Fire Inspection Fees	\$5,000
Occupancy Tax Collections Fee	\$22,000
Concealed Weapons Permits	\$45,000
Concealed Weapons Fingerprints	\$3,000
<u>Investment Earnings</u>	
Interest Earned on Investments	\$70,000
<u>Restricted Intergovernmental</u>	
Emergency Management Grant	\$35,000
FEMA Grant	\$215,874
Bulletproof Vests Grant	\$3,000
DOT Grants - Public Safety	\$25,000
Spay and Neuter Grant	\$2,000
Veterans Service Grant	\$1,400
Soil and Water Conservation Grant	\$3,600
Soil Technician Cost Share Program	\$22,000
Juvenile Crime Prevention Council Grant	\$114,285
Project on Aging	
-In Home Services	\$11,500
-Home and Community Care Block Grant	\$255,000
-Medicaid Reimbursement and Fees	\$73,000
-USDA	\$24,000
NC Lottery and ADM Funds	\$300,000
National Forest Service-Schools	\$575

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

Functional Revenues

Recreation Program Revenues		
Facility Rentals		\$9,000
Aquatics		\$83,000
Athletics		\$120,000
Special Populations		\$52,000
Special Programs		\$54,000
Senior Games		\$7,000
Donations		\$900
Project on Aging		
-Donations		\$20,000
-Contracted Instructor Classes		\$1,000
Sales and Services		
TDA Financial Services		\$38,000
Blowing Rock Communications Fee		\$171,701
NC DMV Fees		\$110,000
Passport Fees/Photos		\$12,000
Reimbursement for Prisoners		\$10,000
Tag Office Notary Fees		\$28,000
Sale of Fixed Assets		\$35,000
Medical Fees-Inmates		\$3,000
Miscellaneous Revenues		
Other Miscellaneous Revenues		\$88,645
Rents		\$360,000
Inmate Sales Commissions		\$44,000
Sales Tax Hold Harmless - Medicaid Relief		\$1,134,500
911 Implementation/Addressing Fee		\$65,625
Indirect Cost Plan Reimbursement		\$103,960
Medical Director		\$12,000
Appropriations of Fund Balance		
Register of Deeds Enhancement Fund		\$71,875
Total Revenues - General Fund		<u>\$45,504,379</u>

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

B. Expenditures Authorized

<u>General Government</u>	Governing Body	\$62,082
	Administration	\$357,920
	Finance	\$392,240
	Tax Administration	\$1,102,130
	Tax Revaluation	\$45,000
	License Plate Agency	\$191,965
	Legal Services	\$50,000
	Court Facilities	\$2,000
	Elections	\$335,955
	Register of Deeds	\$505,840
	General Administration	\$1,057,600
	Information Technology	\$862,335
	Total	\$4,965,067
 <u>General Services</u>	Maintenance	\$1,154,465
	Public Buildings	
	-Courthouse	\$119,655
	-East Annex - Rock Building	\$31,030
	-Administration	\$24,550
	-EMS	\$26,000
	-Hannah	\$9,945
	-Health Department	\$56,480
	-Appalcart	\$15,780
	-Library	\$43,030
	-Old CCC&TI	\$11,570
	-Western Watauga Community Center	\$25,430
	-Parking Lots	\$1,850
	-West Annex	\$264,700
	-Human Services Center	\$110,930
	-Appalachian Enterprise Center	\$18,875
	-Law Enforcement Center	\$195,470
	-Recreation Administration Offices	\$3,460
	-Aquatics Center	\$149,900
	-Optimist/Maintenance Facility	\$41,920
	-Fields/Parks	\$72,540
	-Old Cove Creek School/Gym	\$16,965
	-Brookshire Road Park	\$19,050
	-Anne Marie Drive Fields	\$23,500
	-Brookshire Soccer Complex	\$14,235
	-Rocky Knob Park	\$23,750
	Total	\$2,475,080
 <u>Public Safety</u>	Sheriff	\$3,681,475
	Detention Center	\$2,186,005
	Emergency Services	\$803,545
	Emergency Management/Fire Protection	\$1,695,299
	Planning and Inspections	\$653,445
	Medical Examiner	\$30,000
	Ambulance and Rescue Squads	\$1,180,900
	Animal Care and Control	\$129,000
	Forestry	\$57,850
	Total	\$10,417,519

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

<u>Environmental Protection</u>	Cooperative Extension Service	\$271,325
	Soil and Water Conservation	\$112,680
	Total	\$384,005
<u>Economic and Physical Development</u>	Transportation	\$67,495
	Economic Development Commission	\$69,160
	Special Appropriations	\$429,488
	Total	\$566,143
<u>Human Services</u>	Public Health	\$585,228
	Mental Health	\$171,194
	Project on Aging	\$1,247,855
	Veteran's Service	\$110,830
	Total	\$2,115,107
<u>Education</u>	Watauga County Board of Education	\$13,542,400
	Caldwell Community College & Technical Institute	\$916,960
	Total	\$14,459,360
<u>Cultural and Recreational</u>	Library	\$540,308
	Recreation	\$989,530
	Total	\$1,529,838
<u>Transfers to Other Funds</u>	Transfer to Public Assistance Fund	\$1,720,372
	Transfer to Capital Projects Fund	\$900,000
	Transfer to Debt Service Fund	\$5,971,888
	Total	\$8,592,260
Total Expenditures - General Fund		<u>\$45,504,379</u>

SEC. II**PUBLIC ASSISTANCE FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Federal and State Grants	\$4,309,243
	Misc. Revenue	\$9,700
	Transfers from General Fund	\$1,720,372
	Total Revenues - Public Assistance Fund	<u>\$6,039,315</u>
<i>B. Expenditures Authorized:</i>	Administration	\$3,092,875
	Child Support Enforcement Programs	\$192,165
		\$2,754,275
	Total Expenditures - Public Assistance Fund	<u>\$6,039,315</u>

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. III**CAPITAL PROJECTS FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Transfer from General Fund	\$900,000
	Total Revenues - Capital Projects Fund	<u>\$900,000</u>
<i>B. Expenditures Authorized:</i>	Watauga County Schools CIP	\$400,000
	County CIP	\$500,000
	Total Expenditures - Capital Projects Fund	<u>\$900,000</u>

SEC. IV**FEDERAL SUBSTANCE ABUSE TAX FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Equitable Sharing Funds	\$3,990
	Total Revenues - Federal Substance Abuse Tax Fund	<u>\$3,990</u>
<i>B. Expenditures Authorized:</i>	Operations	\$3,990
	Total Expenditures - Federal Substance Abuse Tax Fund	<u>\$3,990</u>

SEC. V**STATE SUBSTANCE ABUSE TAX FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Controlled Substance Tax	\$24,580
	Appropriation of Fund Balance	\$28,000
	Total Revenues - State Substance Abuse Tax Fund	<u>\$52,580</u>
<i>B. Expenditures Authorized:</i>	Operations	\$24,580
	Capital Outlay	\$28,000
	Total Expenditures - State Substance Abuse Tax Fund	<u>\$52,580</u>

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. VI**EMERGENCY TELEPHONE SURCHARGE FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Emergency Telephone Surcharge	\$320,369
	Fund Balance Appropriated	\$34,826
Total Revenues - Emergency Telephone Surcharge Fund		<u>\$355,195</u>
<i>B. Expenditures Authorized:</i>		
	Implemental Functions	\$68,572
	Software	\$49,240
	Employee Training	\$8,490
	Telephone	\$72,849
	Hardware	\$94,567
	Furniture	\$61,477
Total Expenditures - Emergency Telephone Surcharge Fund		<u>\$355,195</u>

SEC. VII**RURAL FIRE SERVICE DISTRICT FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Interest on Delinquent Taxes	\$5,725
	Prior Years-Boone Rural	\$26,000
	Prior Years-Foscoe Rural	\$2,500
	Prior Years-Shawneehaw Rural	\$200
	Prior Years-Beech Mtn Rural	\$86
	Ad Valorem Taxes 2016/17 - Boone Rural	\$891,685
	Ad Valorem Taxes 2016/17 - Foscoe Rural	\$69,405
	Ad Valorem Taxes 2016/17 - Shawneehaw Rural	\$6,474
	Ad Valorem Taxes 2016/17 - Cove Creek Rural	\$325
	Ad Valorem Taxes 2016/17 - Beech Mtn Rural	\$1,860
Total Revenues - Rural Fire Service Districts Fund		<u>\$1,004,260</u>
<i>B. Expenditures Authorized:</i>		
	Boone Rural Fire Service District	\$922,685
	Foscoe Rural Fire Service District	\$72,480
	Shawneehaw Rural Fire Service District	\$6,774
	Cove Creek Rural Fire Service District	\$325
	Beech Mtn Rural Fire Service District	\$1,996
Total Expenditures - Rural Fire Service Districts Fund		<u>\$1,004,260</u>

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. VIII**FIRE TAX DISTRICTS FUND***A. Revenues Anticipated:*

<u>SOURCE</u>	<u>AMOUNT</u>
Interest on Delinquent Taxes	\$17,825
Prior Year Taxes - Foscoe	\$8,500
Ad Valorem Taxes 2016/17 Foscoe	\$456,733
Prior Year Taxes - Fall Creek	\$800
Ad Valorem Taxes 2016/17 Fall Creek	\$9,028
Prior Year Taxes - Beaver Dam	\$4,200
Ad Valorem Taxes 2016/17 Beaver Dam	\$103,097
Prior Year Taxes-Stewart Simmons	\$3,500
Ad Valorem Taxes 2016/17 Stewart Simmons	\$120,248
Prior Year Taxes - Zionville	\$4,000
Ad Valorem Taxes 2016/17 Zionville	\$111,635
Prior Year Taxes - Cove Creek	\$11,500
Ad Valorem Taxes 2016/17 Cove Creek	\$234,630
Prior Year Taxes - Shawneehaw	\$2,500
Ad Valorem Taxes 2016/17 Shawneehaw	\$94,535
Prior Year Taxes - Meat Camp	\$8,000
Ad Valorem Taxes 2016/17 Meat Camp	\$203,936
Prior Year Taxes - Deep Gap	\$6,800
Ad Valorem Taxes 2016/17 Deep Gap	\$188,089
Prior Year Taxes - Todd	\$1,500
Ad Valorem Taxes 2016/17 Todd	\$62,179
Prior Year Taxes - Blowing Rock	\$15,500
Ad Valorem Taxes 2016/17 Blowing Rock	\$455,639
Prior Year Taxes - Meat Camp/Creston	\$850
Ad Valorem Taxes 2016/17 Meat Camp/Creston	\$5,265
Total Revenues - Fire Districts Fund	<u>\$2,130,489</u>

B. Expenditures Authorized:

Foscoe Fire District	\$467,533
Fall Creek Fire Department	\$9,978
Beaver Dam Fire Department	\$108,547
Stewart Simmons Fire District	\$124,873
Zionville Fire District	\$116,835
Cove Creek Fire District	\$248,830
Shawneehaw Fire District	\$97,535
Meat Camp Fire Department	\$213,636
Deep Gap Fire District	\$196,989
Todd Fire District	\$63,979
Blowing Rock Fire District	\$475,339
Creston Fire Department	\$6,415
Total Expenditures - Fire Districts Fund	<u>\$2,130,489</u>

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. IX**OCCUPANCY TAX FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Occupancy Tax	\$1,200,000
	Total Revenues - Occupancy Tax Fund	<u>\$1,200,000</u>
<i>B. Expenditures Authorized:</i>		
	Tax Collection Fees	\$22,000
	Watauga District U TDA	\$1,178,000
	Total Expenditures - Occupancy Tax Fund	<u>\$1,200,000</u>

SEC. X**DEBT SERVICE**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Federal Interest Credit on QSCB Loan	\$27,750
	Transfer from General Fund	\$5,971,888
	Total Revenues - Debt Service Fund	<u>\$5,999,638</u>
<i>B. Expenditures Authorized:</i>		
	Debt Service-Education	\$5,348,988
	Debt Service-Other	\$650,650
	Total Expenditures - Debt Service Fund	<u>\$5,999,638</u>

SEC. XI**SOLID WASTE ENTERPRISE FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Landfill/Greenbox User Fee Interest and Advertising	\$16,800
	Landfill Tipping Fees	\$1,525,000
	Solid Waste Fees	\$2,503,000
	Tire Disposal Tax	\$63,000
	Solid Waste Disposal Tax	\$23,000
	White Goods Tax	\$15,000
	Recycling Grant	\$20,000
	Recycling Grant Match	\$5,791
	NC Electronics Management Grant	\$5,000
	Dumpster Pickup	\$16,843
	Interest Earnings	\$10,000
	Miscellaneous Revenues	\$9,200
	Sale of Recycled Scrap	\$200,000
	Sale of Fixed Assets	\$50,000
	Fund Balance Appropriated	\$65,956
	Total Revenues - Solid Waste Enterprise Fund	<u>\$4,528,590</u>

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. XIX**TODD FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.07 per \$100 at full valuation is hereby established as the official tax rate for the Todd Fire District for this fiscal year 2016/17. This rate is based on a total base valuation of \$92,251,000 and a 97.79% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

SEC. XX**NORTHWEST WATAUGA FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the portion of Northwest Watauga Fire District serviced by Beaver Dam Fire Department for this fiscal year 2016/17. This rate is based on a total base valuation of \$216,217,619 and a 96.84% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the portion of Northwest Watauga Fire District serviced by Fall Creek Fire Department for this fiscal year 2016/17. This rate is based on a total base valuation of \$18,734,500 and a 96.84% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

SEC. XXI**BLOWING ROCK RURAL FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the Blowing Rock Rural Fire District for this fiscal year 2016/17. This rate is based on a total base valuation of \$945,368,074 and a 97.99% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

SEC. XXII**SHAWNEEHAW FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the Shawneehaw Fire District for this fiscal year 2016/17. This rate is based on a total base valuation of \$196,935,381 and a 97.49% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

SEC. XXIII**ZIONVILLE FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the Zionville Fire District for this fiscal year 2016/17. This rate is based on a total base valuation of \$237,081,815 and a 96.69% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

SEC. XXIV**COVE CREEK FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the Cove Creek Fire District for this fiscal year 2016/17. This rate is based on a total base valuation of \$498,257,326 and a 96.53% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

SEC. XXV**MEAT CAMP FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the portion of Meat Camp Fire District serviced by Meat Camp Fire Department for this fiscal year 2016/17. This rate is based on a total base valuation of \$434,706,110 and a 95.81% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the portion of Meat Camp Fire District serviced by Creston Fire Department for this fiscal year 2016/17. This rate is based on a total base valuation of \$12,499,750 and a 85.20% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. XXVI**STEWART SIMMONS FIRE DISTRICT TAX**

An ad valorem tax rate of \$0.05 per \$100 at full valuation is hereby established as the official tax rate for the Stewart Simmons Fire District for this fiscal year 2016/17. This rate is based on a total base valuation of \$257,833,865 and a 98.22% collection rate, which does not exceed the collection rate experienced in the 2014/15 fiscal year.

SEC. XXVII**COUNTY TAX RATE ESTABLISHED**

An ad valorem tax rate of \$0.313 per \$100 at full valuation is hereby established as the official tax rate for Watauga County for this fiscal year 2016/17. This rate is based on a total base valuation of \$8,837,607,250 and an estimated 97.35% collection rate, which does not exceed the collection rate experienced during the 2014/15 fiscal year.

SEC. XXVIII**SOLID WASTE FEES ESTABLISHED**

Commercial and Other Non-Residential Tipping Fees - \$53.00 per ton (includes scrap metal and demolitions)
Waste amounts less than one ton will be charged a prorated fee of \$53.00 per ton
Solid Waste Fee (per residence County-wide) - \$80.00 per year
Brush/Stump tipping fee - \$42.00 per ton
Tire trailer rental - \$150.00 per trailer drop

SEC. XXIX**PLANNING, INSPECTIONS FEES ESTABLISHED**

Building Permit	\$.30 per square foot heated space
	\$.15 per square foot unheated space
Modular Home	\$300.00 plus \$.15 per square foot for basement
Mobile Home	\$75.00 single wide / \$100 double wide
Penalty for building without permit	Double building permit fees. May be subject to additional trip fees if necessary
Alteration Permit	\$75.00
Sign Permit	\$50.00 on premise / \$100.00 for billboard
Trip Fee	\$75.00
Grading permit	\$150.00 per acre or part thereof; Individual home site less than 1 acre exempt
Floodplain Development Permit	\$150.00
Compliance and Review (For all ordinances not specifically named in fee schedule)	\$40.00 per permit / \$100.00 per site plan
	\$300.00 appeals, conditional use permits, variances \$400.00 amendments
Subdivision Plat Fees/	\$30.00 per lot or building as applicable
Manufactured Home Park Fees	
Wireless Communication Tower Site	\$750.00
Wireless Co-location Permit	\$150.00
Wind Energy Systems	\$150 small / \$750 large
Sexually Oriented Business Permit	\$1,000.00
Road Name Change	\$500.00
Administrative Fees for Refunds	\$30.00 plus \$75.00 per inspection done

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. XXX**FIRE CODE FEES AND PENALTIES ESTABLISHED****Special User Permits for Specific Times:**

Fireworks-Public Display	\$25.00
Tents and Air Structures (30 day maximum)	\$25.00
Temporary kiosks or Merchandising Displays	\$25.00
Insecticide fogging or fumigation	\$25.00

Explosive Materials:**Blasting Permits:**

Annually (1 Year)	\$100.00
48 Hours	\$40.00

Special Assembly:

Gun show, craft show, etc	\$25.00
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Bowling Pin and Alley:

Resurfacing and Refinishing	\$25.00
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Any other Special Function Requiring Fire Prevention:

Bureau inspection and Approval	\$25.00
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Special Test, Inspections and Services:

Fire Report Copies	\$2.00
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Existing Systems Tests:

Sprinkler Certification Test	\$25.00
Fire Alarm Testing	\$25.00
Standpipe Certification Test	\$25.00
Grease Removal Test	\$25.00
Fixed Fire Suppression Test	\$25.00
Day Care Inspection	\$25.00
Residential Custodial Care and Nursing Homes	\$25.00

Certification of Occupancy Inspections	\$25.00
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Underground Storage Tanks:

Removal (per tank)	\$30.00
New Installations (per tank)	\$50.00

Hydrant Installations:

Private contractors only	\$30.00
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New Sprinkler Systems:

Per square foot	\$0.05
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Sprinkler Renovations	\$50.00
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Standpipes	\$30.00
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New Alarm Systems	\$35.00
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Alarm System Renovations	\$50.00
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Fixed Fire Supression Systems	\$35.00
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Renovations to the Systems	\$25.00
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Fire Marshall Fire Reports	\$5.00
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**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. XXXI

SPECIAL AUTHORIZATION - COUNTY MANAGER AS BUDGET OFFICER

- A. The County Manager shall serve as Budget Officer and shall be authorized to reallocate departmental appropriations among the various objects of expenditure as he believes necessary.
- B. The County Manager shall be authorized to effect interdepartmental transfers, in the same fund, not to exceed 10% of the appropriated monies for the department whose allocation is reduced. Notation of all such transfers shall be made to the Board at the next regularly scheduled Board meeting.
- C. He may make interfund loans for a period of not more than 60 days.
- D. Interfund transfers established in the budget, may be accomplished without recourse to the Board.
- E. The County Manager (Budget Officer) shall be compensated \$4,546.65 salary on a bi-weekly basis for FY 2016/17.

SEC. XXXII

RESTRICTIONS - COUNTY MANAGER (BUDGET OFFICER)

- A. The interfund transfers of monies, except as noted in XXXI (paragraphs C and D), shall be accomplished by Board authorization only.
- B. Salary increases shall be granted in accordance with the official pay plan of Watauga County, duly adopted by the Board of Commissioners.
- C. Utilization of appropriations established in the following funds may be accomplished only with the express approval of the Board:
 - 1. Debt Service Fund
 - 2. Capital Projects Fund
- D. The County Manager shall be authorized to reallocate contingency funds from the General Administration budget. Such transfers or expenditures shall be reported to the Board at its next regular meeting, and recorded in the minutes per NC General Statute 150-13(b)(3).

**STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
BUDGET ORDINANCE
FISCAL YEAR 2016/17**

SEC. XXXIII

UTILIZATION OF BUDGET AND BUDGET ORDINANCE

This Ordinance and the Budget Document shall be the basis of the financial plan for the Watauga County Government during the 2016/17 fiscal year. The Budget Officer shall administer the budget, and he shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The accounting section shall establish records which are in accordance with the budget and this ordinance and the appropriate statutes of the State of North Carolina.

State derived reimbursement revenues are budgeted based on current State of North Carolina law. If these reimbursements are eliminated or otherwise altered, these alterations will be reflected by budget amendments at a later date.

Jimmy Hodges, Chairman

ATTEST:

Anita Fogle, Clerk to the Board

(SEAL)

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AGENDA ITEM 14:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Proposed Fiscal Year 2017 AppalCART Contracts

MANAGER'S COMMENTS:

AppalCART contracts for transportation services for the Project on Aging and Social Services Departments for FY 2017 are presented for the Board's consideration. The proposed rates are the same for both the Project on Aging and Department of Social Services at \$1.40 per vehicle mile. The rate is the same as last years.

Board action is required to approve the contracts.



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

For FY16/17

Watauga County Project on Aging

This Agreement, effective this

1st day of July 2016, by and between

AppalCART and

Agency Name Project on Aging – Watauga County

contact person: Angie Boitnotte

address: 132 Poplar Grove Connector, Suite A Boone, NC 28607

phone: 265.8092 fax: 264-2060 e-mail: angie.boitnotte@watgov.org

Rate ----per mile 1.45

NORTH CAROLINA

AGREEMENT

WATAUGA COUNTY

THIS AGREEMENT, effective this 1st day of July, 2016, by and between AppalCART, hereinafter referred to as the Authority; and Watauga County on behalf of the **PROJECT ON AGING**, hereinafter referred to as Project on Aging;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the Authority and the Project on Aging do agree as follows:

Section 1. Purpose of Agreement. The purpose of this Agreement is to provide for the continued implementation of a consolidated, coordinated Public Transportation Project in Watauga County, pursuant to the Watauga County Community Transportation Service Plan December 2011, and to state the terms, conditions and mutual undertakings of the parties as to the manner in which the Authority will provide transportation services for the Project on Aging.

Section 2. Adoption of Required Provision. This Agreement incorporates the required provisions of the North Carolina Department of Transportation/AppalCART Agreement under Project Number 16-CT-007, and subsequent agreements between the North Carolina Department of Transportation and the Authority. The Authority shall comply with audit requirements as described in N.C.G.S 146C-6-22 and OMB Circular A-133 and shall disclose all information required by 42 USC 455.104, or 42 USC 455.105, or 42 USC 455.106.

Section 3. Scope of Work.

1. The normal hours of operation shall be between 6:00AM and 6:00PM Monday through Friday.

The Authority will provide regularly scheduled transportation services for the Project on Aging as may be mutually agreed upon. The Project on Aging shall notify the Authority at least one (1) business day in advance of any revisions in scheduling, or of any additions of passengers. Failure to provide adequate notification of cancellations may result in billing for services scheduled unless adverse weather was the cause. Flexible scheduling for special activities may be implemented as deemed appropriate as long as at least three (3) days notice is given. The routes and schedules may be modified from time to time by the Authority in order to provide for a more effective and efficient provision of service to the citizens of Watauga County.

2. The Authority will be responsible for maintaining insurance to meet the requirements of the North Carolina Department of Transportation, FTA, and the Project on Aging with respect to liability insurance, vehicle inspections, and drivers including licensing, background checks, and drug and alcohol testing. It is agreed that coverage limits will meet the amount required for common carrier passenger vehicles by the North Carolina Utilities Commission. Insurance Company is:

NCACC RMP.L&P Policy # LP-AP-473-16.

3. First lien holder on all vehicles titled to the Authority shall be the Public Transportation Division of North Carolina Department of Transportation.
4. The Authority will ensure that the vehicles will be equipped, maintained, operated and managed in a safe, efficient and businesslike manner, and the parties do further agree that the driver shall have the final control regarding safety and whether or not the routes should be followed on days of adverse weather.
5. The Authority will provide drivers training, for new drivers and refresher courses for long-term drivers, to ensure that all drivers have adequate knowledge of passenger safety, CPR, first aid, defensive driving and preventive vehicle maintenance.
6. Vehicles will be equipped with land transportation communication radio system.
7. The Authority shall commence performance of this contract on the 1st day of July, 2016, and shall complete, renew, or amend this contract as appropriate to complete the terms, conditions and required provisions of the North Carolina Department of Transportation/AppalCART under Project Number 16-CT-007.
8. By mutual agreement, the unit rate of said service shall be \$1.45 per vehicle mile and \$0.00 per hour. The Authority will submit itemized invoices to the Project on Aging on a monthly basis, payment of terms is thirty (30) days net. All costs charged to the Project on Aging including any approved services performed by the Authority shall be supported by properly executed payrolls, time records, invoices, canceled checks, deposit slips, or vouchers evidencing in detail the nature and property of the charges. The Authority will use billing codes specified by the Project on Aging on invoices, and will report no-shows, daily, and cancellations on a monthly basis.

9. The Authority shall retain all records pertaining to this Project for a period of three (3) years from the date of this Agreement. The Authority shall permit North Carolina Department of Transportation / Public Transportation Division and the Watauga County Project on Aging to inspect all work, materials, payrolls, and other data and records with regard to the Project and to audit the books, records and accounts of the Authority pertaining to the Project.

10. Passenger complaints should be reported to the Authority's Director 828.297.1300 x 104

director@appalcart.com

11. a. Names of Board Members and Managers are posted and updated at www.appalcart.com , any changes will be reported to the Project on Aging.

12. a. If the Authority becomes excluded from participation in this agreement, the Project on Aging will be promptly notified.

13. The Project on Aging Directors will complete the Client Registration Forms and determine eligibility for transportation services. The Authority will refer them to the appropriate Senior Center Director (LEH or WWCC).

14. At the initial registration/orientation, the Project on Aging will provide participants with a letter which states the following: cost of the service, funding source, purpose of consumer contributions, and procedures for making a donation. The Project on Aging is responsible for the collection and reporting of all donations. If a participant attempts to make a donation to the Authority's staff, they should be referred to a Project on Aging staff member. The Authority should refer participants to the Project on Aging if there are any questions regarding consumer contributions.

Section 4. Termination of Agreement. In the event of noncompliance with any provision of the Agreement, either party may terminate the Agreement by giving the other party sixty (60) days advance written notice.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

BY: _____

Jimmy Hodges
Watauga County Commissioners Chair

ATTEST:

Anita Fogle
Clerk to the County Commissioners

BY: Angie Boitnotte

Angie Boitnotte
AppalCART Board Chair

ATTEST:

Joanna Wilcox
Joanna Wilcox
Clerk to the AppalCART Board



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

For FY16/17

Department of Social Services

This Agreement, effective this

 1st day of July 2016, by and between

AppalCART and

Agency Name Dept of Social Services – Watauga County

contact person: Tom Hughes

address: 132 Poplar Grove Connector, Suite C Boone, NC 28607

phone: 264-8100 fax: 265-7638 e-mail: tom.hughes@watgov.org

Rate ----per mile 1.45

NORTH CAROLINA

AGREEMENT

WATAUGA COUNTY

THIS AGREEMENT, effective this 1st day of July, 2016 , by and between AppalCART, hereinafter referred to as the Authority; and Watauga County on behalf of the **Department of Social Services**, hereinafter referred to as DSS;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the Authority and the DSS do agree as follows:

Section 1. Purpose of Agreement. The purpose of this Agreement is to provide for the continued implementation of a consolidated, coordinated Public Transportation Project in Watauga County, pursuant to the Watauga County Community Transportation Service Plan December 2011, and to state the terms, conditions and mutual undertakings of the parties as to the manner in which the Authority will provide transportation services for the DSS.

Section 2. Adoption of Required Provision. This Agreement incorporates the required provisions of the North Carolina Department of Transportation/AppalCART Agreement under Project Number 16-CT-007, and subsequent agreements between the North Carolina Department of Transportation and the Authority. The Authority shall comply with audit requirements as described in N.C.G.S 146C-6-22 and OMB Circular A-133 and shall disclose all information required by 42 USC 455.104, or 42 USC 455.105, or 42 USC 455.106.

Section 3. Scope of Work.

1. The normal hours of operation shall be between 6:00AM and 6:00PM Monday through Friday.

The Authority will provide regularly scheduled transportation services for the DSS as may be mutually agreed upon. DSS shall notify the Authority at least one (1) business day in advance of any revisions in scheduling, or of any additions of passengers. Failure to provide adequate notification of cancellations may result in billing for services scheduled unless adverse weather was the cause. Flexible scheduling for special activities may be implemented as deemed appropriate as long as at least three (3) days notice is given. The routes and schedules may be modified from time to time by the Authority in order to provide for a more effective and efficient provision of service to the citizens of Watauga County.

2. The Authority will be responsible for maintaining insurance to meet the requirements of the North Carolina Department of Transportation, FTA, and the DSS with respect to liability insurance, vehicle inspections, and drivers including licensing, background checks, and drug and alcohol testing. It is agreed that coverage limits will meet the amount required for common carrier passenger vehicles by the North Carolina Utilities Commission. Insurance Company is:

NCACC RMP.L&P Policy # LP-AP-473-16.

3. First lien holder on all vehicles titled to the Authority shall be the Public Transportation Division of North Carolina Department of Transportation.
4. The Authority will ensure that the vehicles will be equipped, maintained, operated and managed in a safe, efficient and businesslike manner, and the parties do further agree that the driver shall have the final control regarding safety and whether or not the routes should be followed on days of adverse weather.
5. The Authority will provide drivers training, for new drivers and refresher courses for long-term drivers, to ensure that all drivers have adequate knowledge of passenger safety, CPR, first aid, defensive driving and preventive vehicle maintenance.
6. Vehicles will be equipped with land transportation communication radio system.
7. The Authority shall commence performance of this contract on the 1st day of July, 2016, and shall complete, renew, or amend this contract as appropriate to complete the terms, conditions and required provisions of the North Carolina Department of Transportation/AppalCART under Project Number 16-CT-007.
8. By mutual agreement, the unit rate of said service shall be \$1.45 per vehicle mile and \$0.00 per hour. The Authority will submit itemized invoices to the DSS on a monthly basis, payment of terms is thirty (30) days net. All costs charged to the DSS including any approved services performed by the Authority shall be supported by properly executed payrolls, time records, invoices, canceled checks, deposit slips, or vouchers evidencing in detail the nature and property of the charges. The Authority will use billing codes specified by DSS on invoices, and will report no-shows, daily, and cancellations on a monthly basis.
9. The Authority shall retain all records pertaining to this Project for a period of three (3) years from the date of this Agreement. The Authority shall permit North Carolina Department of Transportation / Public Transportation Division and DSS to inspect all work, materials, payrolls, and other data and records with regard to the Project and to audit the books, records and accounts of the Authority pertaining to the Project.
10. Passenger complaints should be reported to the Authority's Director 828.297.1300 x 104

director@appalcart.com

11. a. Names of Board Members and Managers are posted and updated at www.appalcart.com , any changes will be reported to DSS.

12. a. If the Authority becomes excluded from participation in this agreement, the DSS will be promptly notified.

Section 4. Termination of Agreement. In the event of noncompliance with any provision of the Agreement, either party may terminate the Agreement by giving the other party sixty (60) days advance written notice.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.


BY: 
Jimmy Hodges
Watauga County Commissioners Chair

ATTEST:

Anita Fogle
Clerk to the County Commissioners

BY: 
Angie Boitnotte
AppalCART Board Chair

ATTEST:


Joanna Wilcox
Clerk to the AppalCART Board

AGENDA ITEM 14:**MISCELLANEOUS ADMINISTRATIVE MATTERS*****B. Boards and Commissions*****MANAGER'S COMMENTS:**

There are five upcoming vacancies on the Economic Development Commission. Three of them are three year terms which will expire June, 2019; one of the three is currently occupied by Doug McGuire, who is willing to be reappointed. Additionally, one vacancy is an unfulfilled term expiring June, 2017, and another is an unfulfilled term expiring June, 2018. Those seats were occupied by individuals who moved from Watauga County. Volunteer applications were received previously from Ray Cameron and Tad Dolbier, both of whom remain interested in serving. The EDC has fourteen members; nine are appointees, the other five serve by virtue of their organizations, including one Commissioner. All members vote.

This is a first reading and, therefore, no action is required at this time.

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AGENDA ITEM 14:

MISCELLANEOUS ADMINISTRATIVE MATTERS

C. Announcements

MANAGER'S COMMENTS:

The Extension Administration team of the Cooperative Extension Program at North Carolina Agricultural and Technical State University will be in the county as part of a two-day tour of Western North Carolina on June 15 and 16. Mr. Hamilton would like to invite the Board to a County Partnership Luncheon on Wednesday, June 15, 2016 at 12:30 p.m. to 2:15 p.m. at the Watauga Agricultural Conference Center.

AGENDA ITEM 15:

PUBLIC COMMENT

AGENDA ITEM 16:

BREAK

AGENDA ITEM 17:

CLOSED SESSION

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

Economic Development – G. S. 143-318.11(a)(4)

Personnel Matters – G. S. 143-318.11(a)(6)