

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

**TUESDAY, AUGUST 18, 2015
5:30 P.M.**

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

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: August 4, 2015, Regular Meeting August 4, 2015, Closed Session		1
	3	APPROVAL OF THE AUGUST 18, 2015, AGENDA		9
5:35	4	PROCLAMATION HONORING THE LIFE AND MEMORY OF THE HONORABLE WILLIAM EUGENE "GENE" WILSON	CHAIRMAN HODGES	11
5:40	5	UPDATE ON APPALACHIAN DISTRICT HEALTH DEPARTMENT SERVICES AND FINANCIAL MATTERS	MS. BETH LOVETTE	13
5:45	6	PROPOSED GRANT/CONTRACT FOR FY 2016 SENIOR HEALTH INSURANCE INFORMATION PROGRAM (SHIIP)	MS. ANGIE BOITNOTTE	15
5:50	7	MAINTENANCE VEHICLE BID AWARD REQUEST	MR. ROBERT MARSH	33
5:55	8	SMOKY MOUNTAIN CENTER QUARTERLY REPORT	MS. MARGARET PIERCE	35
6:00	9	SHERIFF'S OFFICE VEHICLE BID AWARD REQUEST	CAPTAIN KELLY REDMON	39
6:05	10	MISCELLANEOUS ADMINISTRATIVE MATTERS A. Boards and Commissions B. Announcements	MR. DERON GEOUQUE	41 57
6:10	11	PUBLIC COMMENT		58
7:10	12	BREAK		58
7:15	13	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3)		58
7:25	14	POSSIBLE ACTION AFTER CLOSED SESSION		59
7:30	15	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

August 4, 2015, Regular Meeting

August 4, 2015, Closed Session

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, AUGUST 4, 2015**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, August 4, 2015, at 8:30 A.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
Stacy C. "Four" Eggers, County Attorney
Deron Geouque, County Manager
Anita J. Fogle, Clerk to the Board

Chairman Hodges called the meeting to order at 8:31 A.M.

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

APPROVAL OF MINUTES

Chairman Hodges called for additions and/or corrections to the July 20, 2015, special meeting minutes as well as the July 21, 2015, regular meeting and closed session minutes.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the July 20, 2015, special meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the July 21, 2015, regular meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the July 21, 2015, closed session minutes as presented.

VOTE: Aye-5
Nay-0

APPROVAL OF AGENDA

Chairman Hodges called for additions and/or corrections to the August 4, 2015, agenda.

Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the August 4, 2015, agenda as presented.

VOTE: Aye-5
Nay-0

UPDATE ON FOREST PLAN REVISIONS

Mr. Nicholas Larson, U.S. District Ranger, was scheduled to update the Board on the Forest Plan Revisions for the Pisgah and Nantahala National Forests in Watauga County; however, he was not present.

[Clerk's Note: Mr. Larson contacted the County Manager after the meeting to apologize for not being present as he was attending to wildfires in McDowell County.]

WATAUGA COUNTY ARTS COUNCIL REQUEST

Watauga County Arts Council representatives Ms. Cherry Johnson, Executive Director, and Ms. Pat Lano, Council Board Chair, provided an update on services provided by the Council and activities held at Blue Ridge Artspace.

Ms. Johnson stated that the Arts Council renovated the building leased for \$1 a year from the County for Artspace during which time the need of some major repairs was discovered. The Arts Council incurred approximately \$12,038 in plumbing and HVAC expenses in making the building operational. Ms. Johnson requested reimbursement for the \$12,038 in building repairs.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to reimburse the Watauga County Arts Council the approximate \$12,038 incurred in plumbing and HVAC expenses to the leased County-owned building with funds to be appropriated from the Administrative Contingency Fund.

VOTE: Aye-5
Nay-0

TAX MATTERS

A. Monthly Collections Report

Tax Administrator Larry Warren presented the Tax Collections Report for the month of July 2015. This report was presented for information only and, therefore, no action was required.

B. Refunds and Releases

Mr. Warren presented the Refunds and Releases Report for July 2015 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the Refunds and Releases Report for July 2015, as presented.

VOTE: Aye-5
Nay-0

C. Annual Settlement of Tax Collector

Tax Administrator Warren presented the following Annual Settlement Statements for Fiscal Year 2015 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the Annual Settlement Statements for Fiscal Year 2015, and to accept the Tax Administrator's "Oath as to Diligent Effort to Collect Taxes," as presented.

VOTE: Aye-5
Nay-0

D. Oath to Collect Taxes

Mr. Warren presented a proposed order granting authorization to collect taxes for Fiscal Year 2016. Once approved, a sworn oath would be administered to Tax Administrator Warren.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to grant authorization for Tax Administrator Warren to collect taxes for Fiscal Year 2016.

VOTE: Aye-5
Nay-0

SUBDIVISION PERFORMANCE GUARANTEE

Mr. Furman presented a subdivision performance guarantee for Waterfront Group, owner/developer of Sweetgrass. Section 92 of the subdivision regulations requires a bond with surety or other guarantees satisfactory to the County Commissioners in an amount equal to the estimated cost of the deferred improvements plus twenty (20) percent. Waterfront Group has provided a cash deposit of \$37,800 to guarantee paving of Timberwalk Drive at the development. This will allow a plat to be recorded and lots to be sold. Board of Commissioners' approval of all performance guarantees is required.

SECTION 92. Deferment of Improvements.

Where it is in the best interest of all parties concerned to defer the installation or completion of some required improvement, the Planning Board may approve the final

plat if the subdivider posts a bond with surety or other guarantees satisfactory to the County Commissioners in an amount equal to the estimated cost of the deferred improvements plus twenty (20) percent. Such guarantees shall assure either the performance of the specified work or payment of the specified sum to the County if such improvements have not been installed within the time specified on the final plat. At least fifty percent (50%) of the required improvements shall be completed prior to submission of a request for approval of a performance guarantee by a subdivider.

Commissioner Yates, seconded by Commissioner Welch, moved to accept the \$37,800 cash deposit from Waterfront Group to guarantee paving of Timberwalk Drive at the development.

VOTE: Aye-5
Nay-0

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON PROPOSED AMENDMENTS TO THE ORDINANCE TO REGULATE HIGH IMPACT LAND USES

A public hearing has been scheduled to allow citizen comment on proposed amendments to the Watauga County Ordinance to Regulate High Impact Land Uses (HILU). The Planning Board recommended the proposed changes to the Board of Commissioners for adoption.

Mr. Joe Furman, Planning and Inspections Director, reviewed the proposed amendments and clarified information regarding issues surrounding the HILU.

Chairman Hodges called the public hearing to order at 9:06 A.M.

The following shared comments during the public hearing:

Renee Shulman
Montana Stetter
Aspen Stetter
Jessica Stetter
Ali Zick
Austin Pack
Susie Winters
Glenn Williams
Anne Ward
Elaine Gray
Chip Williamson
Charles Hastings
Josh Teague
Karen Brown
Liz McCaekren
Rashell Aunchman

Chairman Hodges closed the public hearing at 9:52 P.M.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the Watauga County Ordinance to Regulate High Impact Land Uses as amended including the addition of Explosive Storage Facilities to Category 1 Uses.

VOTE: Aye-5
Nay-0

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Request to Use Old Watauga High School Property

County Manager Geouque stated that the Appalachian State Department of Athletics has requesting the use of the parking lot at the old Watauga High School site for Thursday night home football games. The request is to use the lot from 3:00 P.M. until postgame on October 22 and November 5, 2015.

Commissioner Welch requested to be recused as he is an Appalachian State Athletics Department employee. Commissioner Welch stated that this would be considered a “park and ride” event and was open to the public for use and a \$10 fee would be charged; however, the fee would help cover costs associated with the shuttle bus and parking attendant.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to recuse Commissioner Welch from action regarding this item.

VOTE: Aye-5
Nay-0

County Attorney Eggers recommended a contract be prepared. Discussion was held regarding the need of portable toilets being available for the public.

Commissioner Yates, seconded by Commissioner Kennedy, moved to direct the County Attorney to prepare a contract allowing Appalachian State Athletics Department use of the old high school parking lot on October 22 and November 5, 2015, from 3:00 P.M. until postgame to allow for a “park and ride” shuttle for home football games and to direct Commissioner Welch to follow up with the placement of a portable toilet at the site when in use for these events.

VOTE: Aye-5
Nay-0

B. Sheriff’s Office Vehicle Bid Award Request

County Manager Geouque stated that the Sheriff’s Office had requested the purchase of one new 2015 Ford Police Interceptor to replace one of the two vehicles that were totaled in recent separate accidents. The other vehicle will be replaced when the Sheriff’s Office completes their FY 2015-2016 budgeted vehicle purchases. The County received approximately \$29,888.50 for the two vehicles that were totaled. These funds will be used to purchase the replacement vehicle.

The County Manager stated that the lowest responsive bid for the purchase of one (1) new 2015 Ford Police Interceptor was received from Asheville Ford in the amount of \$24,135.66 which includes tax and tag.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the purchase of one (1) new 2015 Ford Police Interceptor from Asheville Ford, the lowest responsive bidder, in the amount of \$24,135.66 which includes tax and tag.

VOTE: Aye-5
Nay-0

C. Boards and Commissions

Economic Development Commission

Scott McKinney is relocating and has resigned from the Economic Development Commission. His term expires in June, 2016, therefore, an appointment to fill his unexpired term (which expires June 2016) will be needed. Volunteer applications were received from Ms. Anne Ward, Mr. Douglas McGuire, Ms. Missy Harrill, Mr. Ray Cameron, Ms. Lisa Cooper, and Mr. Merrill Littlejohn. This is a second reading for Ms. Ward and a first reading for Mr. McGuire, Ms. Harrill, Mr. Cameron, Ms. Cooper, and Mr. Littlejohn.

Consideration of appointment was tabled to allow for the review of the applications received.

D. Announcements

The High Country Council of Governments' Annual Banquet is scheduled for Friday, September 5, 2015, at Linville Ridge.

PUBLIC COMMENT

The following citizens spoke during public comment:

Anne Ward (concerns with HILU setbacks)

Bob Herring (concerns with potential development on Rainbow Trail)

Terry Covell (concerns with asphalt plants and citizen notification)

David Sengel (concerns with HILU amendments)

Susie Winters (concerns with agri-tourism economy, heritage, and culture)

Shivonne Quintero (concerns with asphalt plants and citizen notification)

CLOSED SESSION

At 10:24 A.M., Commissioner Kennedy, seconded by Commissioner Welch, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to resume the open meeting at 10:55 A.M.

VOTE: Aye-5
Nay-0

POSSIBLE ACTION AFTER CLOSED SESSION

Commissioner Kennedy, seconded by Commissioner Yates, moved to direct staff to engage in discussions for counsel to represent staff to fully-develop records before the Board of Adjustment for upcoming appeal cases.

VOTE: Aye-5
Nay-0

ADJOURN

Commissioner Welch, seconded by Commissioner Kennedy, moved to adjourn the meeting at 10:57 A.M.

VOTE: Aye-5
Nay-0

Jimmy Hodges, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

AGENDA ITEM 3:

APPROVAL OF THE AUGUST 18, 2015, AGENDA

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AGENDA ITEM 4:

**PROCLAMATION HONORING THE LIFE AND MEMORY OF THE HONORABLE
WILLIAM EUGENE “GENE” WILSON**

MANAGER’S COMMENTS:

Chairman Hodges will present a proclamation honoring the life and memory of William Eugene “Gene” Wilson.

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

PROCLAMATION

Honoring the Life of
William Eugene "Gene" Wilson

WHEREAS, William Eugene "Gene" Wilson who unselfishly dedicated many years of service to Watauga County with great distinction and success, died on July 31, 2015; and

WHEREAS, he was first elected to the Watauga County Board of Commissioners in 1968 and served until 1976; and

WHEREAS, he demonstrated the spirit of public service by serving on the Watauga County Social Services Board, Caldwell Community College and Technical Institute Board, and the Appalachian District Health Board; and

WHEREAS, in 1985 Gene was appointed to an unexpired term in the North Carolina House of Representatives where he faithfully executed the duties bestowed upon him for over the next 20 years; and

WHEREAS, he always made the wellbeing and protection of the Watauga County citizens his utmost priority; and

WHEREAS, Gene was the owner of the Dan'l Boone Inn Restaurant, a popular tourist location and cornerstone of the community for over 50 years.

NOW, THEREFORE, BE IT PROCLAIMED, that the Watauga County Board of Commissioners hereby honors the memory of William Eugene "Gene" Wilson for a life of outstanding service and contributions to Watauga County.

ADOPTED this the 18th day of August, 2015.



Jimmy Hodges, Chairman
Watauga County Board of Commissioners

ATTEST:

Anita J. Fogle, Clerk to the Board

AGENDA ITEM 5:

UPDATE ON APPALACHIAN DISTRICT HEALTH DEPARTMENT SERVICES AND FINANCIAL MATTERS

MANAGER'S COMMENTS:

Ms. Beth Lovette, Appalachian District Health Director, will present information regarding services and financial matters.

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

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AGENDA ITEM 6:

PROPOSED GRANT/CONTRACT FOR FY 2016 SENIOR HEALTH INSURANCE INFORMATION PROGRAM (SHIIP)

MANAGER'S COMMENTS:

Ms. Angie Boitnotte, Director of Project on Aging (POA), will request the Board accept the FY 2016 grant/contract for the Senior's Health Insurance Information Program (SHIIP). The grant is for \$3,051 and requires no County funds. The funds are used to provide assistance and outreach to low-income citizens.

Board approval is required to accept the Senior's Health Insurance Information Program (SHIIP) grant in the amount of \$3,051.



Watauga County Project on Aging

132 Poplar Grove Connector, Suite A • Boone, North Carolina 28607

Website: www.wataugacounty.org/aging angie.boitnotte@watgov.org

Telephone 828-265-8090 Fax 828-264-2060 TTY 1-800-735-2962 Voice 1-800-735-8262 or 711

MEMORANDUM

TO: Deron Geouque, County Manager

FROM: Angie Boitnotte, Director

DATE: August 3, 2015

SUBJ: Request for Board of Commissioners' Consideration – Acceptance of the FY 2016 SHIIP Grant/Contract

The Project on Aging is eligible to receive a grant from the Senior's Health Insurance Information Program (SHIIP) which is a division of the North Carolina Department of Insurance. The grant amount is \$3,051 and does not require a local match.

The funds are to be used to conduct outreach events, provide open enrollment for Medicare Part D, coordinate a volunteer recognition event, provide counseling clinics, expand Low Income Subsidy (LIS) outreach and enrollment, and to cover the cost of the SHIIP Coordinator's attendance at the SHIIP Coordinator's Training Conference.

I recommend acceptance of these funds and will be present for questions or discussion.

STATE OF NORTH CAROLINA
COUNTY OF WAKE

This Contract and its attachments shall be completed and returned to the Agency within 45 days of receiving the electronic document in order for the Agency to process the award and provide funds to the Grantee. The Grantee shall provide the agency with progress reports and a final report detailing the Grantee's use of State funds.

This Contract is entered into by and between the North Carolina Department of Insurance, Division of SHIIP, hereinafter referred to as the "Agency", and Watauga County Project on Aging/LE Harrill Senior Center located in Watauga county, hereinafter referred to as the "Grantee", referred to collectively as the "Parties".

1. Contract Documents: This Contract shall consist of the following documents, incorporated herein by reference:

- (1) This Contract;
- (2) General Terms and Conditions for Public Sector Contracts (Attachment A)
- (3) Statement of Work (Attachment B)
- (4) Line Item Budget and Budget Narrative (Attachment C)
- (5) Certifications Regarding, Drug-Free Work-Place; Lobbying; and Debarment, Suspension and Other Responsibility Matters (Attachment D)

These documents constitute the entire agreement between the Parties and supersede all prior statements or agreements.

2. Precedence Among Contract Documents: In the event of a conflict between or among the terms of the Contract Documents, the terms in the Contract Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed 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 shall have the highest precedence and the oldest amendment shall have the lowest precedence.

3. Effective Period: This Contract is effective 7/1/2015 and terminates on 6/30/2016.

4. Grantee's Duties: The Grantee shall provide the services as described in Attachment B with the terms of this Contract and in accordance with the approved budget in Attachment C. The Grantee shall maintain and make available all records, papers, vouchers, books, correspondence or other documentation or evidence at reasonable times for review, inspection or audit by duly authorized officials of the Agency, the North Carolina State Auditor, or applicable federal agencies. The Grantee shall submit to the Agency all plans, reports, documents or other products that the Agency may require, in the form specified by the Agency, including at the least following:

- A) A final budget report of expenses incurred during the contract period date;
- B) A mid-year report of the contracted activities of the Grantee due by January 31, 2016;
- C) A final comprehensive report within sixty (60) days of the project end date; due on or before August 31, 2016.

5. Agency's Duties: The Agency shall reimburse the Grantee for the costs of services and activities described in Attachment B and in accordance with the approved budget in Attachment C. The Agency shall monitor the Grantee for compliance with the terms of this Contract; and shall specify all reports and other deliverables required from the Grantee.

- c. Assure adequate control of signature stamps/plates;
- d. Assure adequate control of negotiable instruments; and
- e. Implement procedures to ensure that the account balance is solvent and reconcile the account monthly.

- 13. 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.
- 14. Executive Order # 24:** NCGS 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 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.
- 15. Audit:** The Agency reserves the right to conduct an audit through the NCSMP Program Director.
- 16. Federal Certifications:** The Grantee agrees to execute the following federal certifications that are attached to this agreement (applicable when receiving federal funds).
- A. Certification Regarding Lobbying.
 - B. Certification Regarding Department.
 - C. Certification Regarding Drug-Free Workplace Requirements.

17. **Signature Warranty:** The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement.

In witness whereof, the Grantee and the Agency have executed this Agreement with one original, which is retained by Agency.

**Watauga County Project on Aging/
LE Harrill Senior Center**

Witness

BY: _____

Printed Name

Printed Name

DATE: _____

Division of SHIP,

BY: _____
R. Van Braxton
Deputy Commissioner

BY: _____
Carla Obiol
Senior Deputy Commissioner

DATE: _____

DATE: _____

Contract is not executed until last signature is obtained.

The Agency and the Grantee agree and understand that this contract is considered executed on the latest date of either the last signature on this agreement or the date of Department of Insurance's procurement electronic approval.

Attachment A General Terms and Conditions

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) shall mean and include 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 subagency of government. For other purposes in this Contract, "Agency" shall mean 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 subgrantee.
- (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 subgrantee to carry out activities whereby the grantor anticipates no programmatic involvement with the grantee or subgrantee during the performance of the grant.
- (10) "Grantee" has the meaning in NCGS 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.
- (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 NCGS 143C-1-1(d)(18): Any of the following that is not a State agency: An individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in NCGS 143C-1-1(d)(22): 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 and (ii) 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 subgranted to other organizations. Pursuant to NCGS 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) "Subgrantee" has the meaning in NCGS 143C-6-23(a)(3): a non-State entity that receives a grant of State funds from a grantee or from another subgrantee 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 NCGS 143C-1-1(d)(29): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by NCGS 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: The Grantee shall not subcontract any of the work contemplated under this Contract without prior written approval from the Agency. Any approved subcontract shall be subject to all conditions of this Contract. Only the subcontractors or subgrantees specified in the contract documents are to be considered approved upon award of the contract. The Agency shall not be obligated to pay for any work performed by any unapproved subcontractor or subgrantee. The Grantee shall be responsible for the performance of all of its subgrantees and shall not be relieved of any of the duties and responsibilities of this Contract.

Subgrantees: The Grantee has the responsibility to ensure that all subgrantees, if any, provide all

information necessary to permit the Grantee to comply with the standards set forth in this Contract.

Assignment: No assignment of the Grantee's obligations or the Grantee's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, the State 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).

In no event shall such approval and action obligate the State to anyone other than the Grantee and the Grantee shall remain responsible for fulfillment of all contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract shall inure to the benefit of and be 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, shall be 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 such person or entity, other than the Agency or the Grantee, receiving services or benefits under this Contract shall be deemed an incidental beneficiary only.

Indemnity

Indemnification: The Grantee agrees to indemnify and hold harmless the Agency, the State of North Carolina, and any of their officers, agents and employees, from any claims of third parties arising out of any act or omission of the Grantee in connection with the performance of this Contract.

Default and Termination

Termination by Mutual Consent: The Parties may terminate this Contract by mutual consent with 60 days notice to the other party, or as otherwise provided by law.

Termination Without Cause: The Agency may terminate this contract without cause by giving 60 days written notice to the Contractor. In that event, all finished or unfinished deliverable items prepared by the Contractor under this contract shall, at the option of the Agency, become its property and the Contractor shall be

entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

Termination for Cause: If, through any cause, the Grantee shall fail to fulfill its obligations under this Contract in a timely and proper manner, the Agency shall have the right to terminate this Contract by giving written notice to the Grantee and specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by the Grantee under this Contract shall, at the option of the Agency, become its property and the Grantee shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the Grantee shall not be relieved of liability to the Agency for damages sustained by the Agency by virtue of the Grantee's breach of this agreement, and the Agency may withhold any payment due the Grantee for the purpose of setoff 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 shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be 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 shall be deemed to be in default of its obligations hereunder if and so long as 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.

Health Insurance Portability and Accountability Act (HIPAA): The Contractor agrees that, if the Agency

determines that some or all of the activities within the scope of this contract are subject to the Health Insurance Portability and Accountability Act of 1996, P.L. 104-91, as amended ("HIPAA"), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the Agency may require to ensure compliance.

Executive Order # 24: "By Executive Order 24, issued by Governor Perdue, and NCGS 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 have a contract with a governmental agency; or have performed under such a contract within the past year; or 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 NCGS 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."

Intellectual Property Rights

Copyrights and Ownership of Deliverables: All deliverable items produced pursuant to this Contract are the exclusive property of the Agency. The Grantee shall not assert a claim of copyright or other property interest in such deliverables.

Compliance with Applicable Laws

Compliance with Laws: The Grantee shall comply 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 shall comply with all federal and state laws relating to equal employment opportunity.

Confidentiality

Confidentiality: Any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Grantee under this agreement shall be kept as confidential and not divulged or made 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.

Oversight

Access to Persons and Records: The State Auditor 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 NCGS 147-64.7. Additionally, as the State funding authority, the Agency and all applicable federal agencies or their agents shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions.

Record Retention: Records shall not be destroyed, purged or disposed of without the express written consent of the Agency. State basic records retention policy requires all grant records to be retained for a minimum of five 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 five 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 been started before expiration of the five-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 five-year period described above, whichever is later.

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.

Key Personnel: The Contractor shall not replace any of the key personnel assigned to the performance of this contract without the prior written approval of the Agency. The term "key personnel" includes any and all persons identified as such in the contract documents and any other persons subsequently identified as key personnel by the written agreement of the parties.

Care of Property: The Grantee agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the Agency for loss of, or damage to, such property. At the termination of this Contract, the Grantee shall contact the Agency for instructions as to the disposition of such property and shall comply with these instructions.

Travel Expenses: Reimbursement to the Grantee for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be reimbursed under this Contract.

and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

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

Sales/Use Tax Refunds: If eligible, the Grantee and all subgrantees 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 NCGS 105-164.14; and (b) exclude all refundable sales

Attachment B

For the period 7/1/2015 – 6/30/2016

Statement of Work

Grantee: Watauga County Project on Aging/LE Harrill Senior Center

This statement should be a short summary describing what the Grantee does and how the Grantee will use these funds. The terms of the contract between the SHIIP office and the agencies require local programs meet these goals for SFY2015. The uses of these funds are not limited to but **MUST** include the following activities:

- 1) Conduct a minimum of seven (7) dedicated enrollment events (counseling clinics)--one (1) must be dedicated to the disability population--during the period 10/15/2015 through 12/7/2015 and conduct two or more counseling clinics during the period 1/1/2016 through 2/14/2016;
- 2) Coordinate a county volunteer recognition event during the grant period;
- 3) Submit Client Counseling (CC) Contact and Public & Media (PAM) Outreach (NPR) forms by the 15th of the month following the counseling session or event through the SHIPTalk website or mail completed paper forms to the SHIIP office in Raleigh;
- 4) Each SHIIP coordinating site must reach out to 50% of the county's total population for activity events (PAM) and report in SHIPTalk;
- 5) Each SHIIP coordinating site must counsel 5% of their county's Medicare population (CC) and report in SHIPTalk;
- 6) Represent SHIIP at a minimum of 2 health fair/senior fair/special events utilizing local certified SHIIP counselors;
- 7) Conduct a minimum of two (2) presentations - at least one (1) New to Medicare or Medicare 101 presentation to the general public and one (1) Medicare Education presentation to a disability group or potential LIS group in your county; and
- 8) Participate in 75% of the monthly coordinator conference calls conducted from August 2015 through June 2016.

SCOPE OF WORK:

(Maximum 2 pages)

The Project on Aging serves as the focal point for aging services in Watauga County. The agency is a department of County Government. Our mission is to encourage independence and promote wellness by providing supportive services to the county's older adults.

During this contract year we will hold regular counseling appointments during the Part D Open Enrollment Period and will also schedule appointments as needed throughout the contract year; we will conduct at least 7 dedicated enrollment events including at least one to the disability population; our counselors will submit Client Counseling (NPR) forms in a timely manner to the SHIIP office in Raleigh or through the SHIPTalk website; our SHIIP coordinating site will reach out to 50% of the county population for activity events and will counsel 5% of our county's Medicare populations; we will represent SHIIP at a minimum of 2 health fair events by utilizing local certified SHIIP counselors; and we will conduct at least two Medicare education classes, one for new to Medicare beneficiaries and one to a disability group population in our county. The SHIIP coordinator will participate in at least 75% of the coordinator calls.

Attachment C

For the period 7/1/2015 – 6/30/15

Line Item Budget and Budget Narrative

Provide a budget and short narrative on the use of the funding amount reflected on the contract. Please provide details of all expenses including routine charges. These expenditures may include telephone, postage, salary, equipment purchases, internet services etc.

All budgets must be approved by the Agency.

Grantee Name: Watauga County Project on Aging/LE Harrill Senior Center

Grantee Name: <u>Watauga County Project on Aging/LE Harrill Senior Center</u>	
Budget	Amount
Contractual	1,500.00
Construction	
Supplies	500.00
Equipment	800.00
Other	
Travel	51.00
Personnel	
Fringe	200.00
Total	\$3,051.00

Narrative:

We will use available funds to: purchase table space to promote SHIIP open enrollment events; purchase computer supplies needed for meeting with SHIIP clients; compensate personnel who assist with SHIIP duties as needed; conduct at least seven dedicated enrollment events from October 15-December 7; contract with trained volunteers to provide one on one counseling assistance by appointment during designated days and hours; reimbursement travel for SHIIP appointments and for travel to outreach events/trainings; hold a volunteer recognition event for Watauga County SHIIP volunteers and provide a volunteer gift; conduct SHIIP outreach events in the community, including at least two health fairs and offer at least two Medicare education classes; purchase items to promote SHIIP.

Attachment D
Certifications Regarding, Drug-Free Work-Place; Lobbying; and
Debarment, Suspension and Other Responsibility Matters

1. Drug-Free Work-Place

The undersigned (authorized official) certifies that it will provide a drug-free workplace in accordance with the Drug-Free Work-Place Act of 1988, 45 CFR Part 76, subpart F. The certification set out below is a material representation of fact upon which reliance will be placed when awarding the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspensions or termination of grants or government wide suspension or debarment.

The grantee certifies that it will or will continue to provide a drug-free workplace 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 an on-going 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) 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 in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2), above, from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to Agency on whose grant activity the convicted employee was working.
- Notices shall include the identification number(s) of each affected grant;
- (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, consistent with the requirements of the Rehabilitation Act of 1973, as amended; 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;
 - (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).

The grantee certifies that, as a condition of the grant, it will not engage in the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in conducting any activity with the grant.

2. Lobbying

Title 31 of the United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who request or received a Federal grants or cooperative agreement must disclose lobbying undertaking with non-Federal (non-appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs (45 CFR Part93).

The undersigned (authorized official) certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal 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 agency, a member of Congress, any officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant, loan or cooperative agreement;
- (b) If any funds other than Federal 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, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, contracts and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. Debarment, Suspension and Other Responsibility Matters

NOTE: In accordance with 45 CFR Part 76, amended June 26, 1995, any debarment, suspension, proposed debarment or other government wide exclusion initiated under the Federal Acquisition Regulation (FAR) on or after August 25, 1995, shall be recognized by and effective for Executive Branch agencies and participants as an exclusion under 45 CFR Part 76.

(a) Primary Covered Transactions

The undersigned (authorized official) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

- (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
- (2) 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;

(3) 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 (a)(2) of this certification; and

(4) 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.

Should the applicant not be able to provide this certification, an explanation as to why should be placed under the assurances page in the application package.

(b) Lower Tier Covered Transactions

The applicant agrees by submitting this proposal that it will include, without modification, **the following clause titled “Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -- Lower Tier Covered Transaction”** (Appendix B to 45 CFR Part 76) in all lower tier covered transactions (i.e., transactions with subgrantees and/or contractors) and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -- Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature of Authorized Certifying Official	Title
Grantee Name Watauga County Project on Aging/LE Harrill Senior Center	Date Submitted

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AGENDA ITEM 7:

MAINTENANCE VEHICLE BID AWARD REQUEST

MANAGER'S COMMENTS:

Mr. Robert Marsh, Maintenance Director, will request the Board approve the bid from Capital Ford in the amount of \$18,104 for a new 2015 Ford F150. Capital Ford was the lowest responsive bidder with no local vendors able to match the price offered.

Funds have been budgeted for the expense in the Fiscal Year 2015-2016 budget. Board approval is requested to award the bid to Capital Ford in the amount of \$18,654 which includes taxes and tag for one new 2015 Ford F150.



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 *Rj*

SUBJECT: 2016 Ford F150 Truck

DATE: August 4, 2015



BACKGROUND

The 1998 Ford F150 that the Maintenance Department used to pickup recycling materials from the County offices developed significant mechanical issues and was taken out of service, surplused and sold in spring 2015. Since that time, the department has relied on an old pickup truck that is normally used for spreading deicing materials. In early November, the truck will be converted back to a salt vehicle, thus making it unusable for hauling recycling.

In April, staff began obtaining quotes for a new vehicle. Currently, the NC State Contract has a 2015 Ford F150 listed, but unavailable due to a shortage from Ford Motor Company. The vehicle will be available for the same price later this year, but in a 2016 model. Local and regional Ford dealers were contacted for the purpose of gathering competitive quotes for a 2015 or 2016 truck. Boone Ford, Ashe County Ford, Parkway Ford and Randy Marion Ford all stated the truck was unavailable and could not offer pricing. The dealers expressed frustration that Ford had committed all of the chassis to the higher priced vehicles and created a shortage of the low cost, basic work truck that municipalities rely on.

BID SUMMARY

Boone Ford	No Bid
Ashe County Ford	No Bid
Parkway Ford	No Bid
Randy Marion Ford	No Bid
Capital Ford (NC State Contract)	\$18,104

RECOMMENDATION

Staff recommends that the County award the bid to the North Carolina State Contract vendor, Capital Ford of Wilmington for a price of \$18,104.

AGENDA ITEM 8:

SMOKY MOUNTAIN CENTER QUARTERLY REPORT

MANAGER'S COMMENTS:

Ms. Margaret Pierce, Finance Director, will present the Smoky Mountain Center Quarterly Financial Report as required by Statute.

No action is required.



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: Smoky Mountain Center Quarterly Reports
DATE: July 31, 2015

Attached is a copy of the quarterly fiscal monitoring report (FMR) from Smoky Mountain Center for the quarter ended June 30, 2015. This fiscal monitoring report was provided by Smoky Mountain Center to comply with the G.S. 122C-117(c).

excerpt from G.S. 122C-117(c)

(c) Within 30 days of the end of each quarter of the fiscal year, the area director and finance officer of the area authority shall provide the quarterly report of the area authority to the county finance officer. The county finance officer shall provide the quarterly report to the board of county commissioners at the next regularly scheduled meeting of the board. The clerk of the board of commissioners shall notify the area director and the county finance officer if the quarterly report required by this subsection has not been submitted within the required period of time. This information shall be presented in a format prescribed by the county. At least twice a year, this information shall be presented in person and shall be read into the minutes of the meeting at which it is presented. In addition, the area director or finance officer of the area authority shall provide to the board of county commissioners ad hoc reports as requested by the board of county commissioners.

LME / MCO NAME:

SMOKY MOUNTAIN LME/MCO

FOR THE PERIOD ENDING:

081815 BCC Meeting
June 30, 2015 (NOT FINAL)

of month in the fiscal year (July = 1, August = 2, . . . , June = 12) =====>

12

1. REPORT OF BUDGET VS. ACTUAL

ITEM	Basis of Accounting: (check one)	Modified Accrual Accrual	X	(1)		(2)	(3)	(4)		(5)	(6)
				PRIOR YEAR		BUDGET	BUDGET	CURRENT YEAR		BALANCE (Col. 3-4)	ANNUALIZED PERCENTAGE **
				BUDGET	ACTUAL			ACTUAL YR-TO-DATE			
REVENUE											
Service Fees from LME-Delivered Services				-	809,104	25,000		(78,660)	103,660		-314.64%
Medicaid Pass Thru				125,000	193,410	215,000		174,535	40,465		81.18%
Interest Earned				60,000	120,409	145,000		154,572	(9,572)		106.60%
Rental Income					53,772	53,772		53,772	-		100.00%
Budgeted Fund Balance * (Detail in Item 4, below)				526,507	-	2,413,000		-	2,413,000		0.00%
Other Local				973,942	938,064	1,497,493		2,541,597	(1,044,104)		169.72%
Total Local Funds				1,685,449	2,114,759	4,349,265		2,845,816	1,503,449		65.43%

County Appropriations (by county, includes ABC Funds):

Alexander County				37,825	37,825	37,825		37,825	-		100.00%
Alleghany County				112,596	112,596	115,483		115,483	-		100.00%
Ashe County				189,566	189,566	189,566		189,566	-		100.00%
Avery County				89,600	89,600	89,600		89,600	-		100.00%
Buncombe County				450,000	450,000	600,000		600,000	-		100.00%
Caldwell County				113,538	118,489	118,538		119,182	(644)		100.54%
Cherokee County				75,000	75,000	75,000		75,000	-		100.00%
Clay County				15,000	15,000	15,000		15,000	-		100.00%
Graham County				6,000	6,000	6,000		6,000	-		100.00%
Haywood County				96,775	84,503	101,900		96,905	4,995		95.10%
Henderson County				396,459	396,459	528,612		528,612	-		100.00%
Jackson County				123,081	123,081	123,081		123,081	-		100.00%
Macon County				106,623	106,623	106,623		106,623	-		100.00%
Madison County				30,000	30,000	30,000		30,000	-		100.00%
McDowell County				67,856	67,856	67,856		67,856	-		100.00%
Mitchell County				18,000	18,000	18,000		18,000	-		100.00%
Polk County				57,743	58,180	76,991		77,956	(965)		101.25%
Rutherford County				76,626	76,626	102,168		102,168	-		100.00%
Swain County				30,125	30,970	25,000		30,326	(5,326)		121.31%
Transylvania County				65,165	65,165	99,261		99,261	-		100.00%
Watauga County				171,194	171,194	171,195		171,195	-		100.00%
Wilkes County				254,200	265,626	264,200		266,408	(2,208)		100.84%
Yancey County				26,000	26,000	26,000		26,000	-		100.00%
Total County Funds				2,608,972	2,614,359	2,987,899		2,992,048	(4,149)		100.14%

LME Systems Admin. Funds (Cost Model)									-		
DMH/DD/SAS Administrative Funds (% basis)				5,037,902	5,037,902	5,523,712		5,523,712	-		100.00%
DMH/DD/SAS Risk Reserve Funds (% basis)				-	-	-		-	-		
DMH/DD/SAS Services Funding				50,464,575	49,191,238	59,705,405		56,566,973	3,138,432		94.74%
DMA Capitation Funding				240,187,887	243,115,776	288,861,359		299,180,424	(10,319,065)		103.57%
DMA Risk Reserve Funding				4,871,181	4,923,693	5,895,129		6,151,032	(255,903)		104.34%
All Other State/Federal Funds				-	44,697	55,000		42,911	12,089		78.02%
Total State and Federal Funds				300,561,545	302,313,306	360,040,605		367,465,052	(7,424,447)		102.06%

TOTAL REVENUE				304,855,966	307,042,424	367,377,769		373,302,916	(5,925,147)		101.61%
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EXPENDITURES:

System Management/Administration/Care Coordination				40,656,524	32,065,907	46,270,388		37,410,258	8,860,130		80.85%
LME Provided Services				1,809,792	1,570,572	3,020,475		1,841,526	1,178,949		60.97%
Provider Payments (State Funds)				252,429,603	240,158,299	303,953,896		296,784,240	7,169,656		97.64%
Provider Payments (Federal Funds)				5,935,937	5,335,846	7,473,207		6,466,538	1,006,669		86.53%
Provider Payments (County/Local)				2,740,474	2,725,732	3,075,899		3,022,585	53,314		98.27%
Merger Expenses									-		
MCO Start-Up Expenses									-		
All Other				1,283,636	1,251,761	3,583,904		3,128,175	455,729		87.28%
TOTAL EXPENDITURES				304,855,966	283,108,117	367,377,769		348,653,322	18,724,447		94.90%

CHANGE IN CASH BALANCE					23,934,307			24,649,594			
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Beginning Unrestricted Fund Balance					11,972,280			47,196,091			
Balance in DMH/DD/SAS Risk Reserve											
Balance in DMA Risk Reserve					12,467,918			18,618,950			
Current Estimated Unrestricted Fund Balance and percent of budgeted expenditures				15.48%	47,196,091	19.27%		70,797,564			

2. CURRENT CASH POSITION

Current Cash in Bank					121,039,417						
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3. SERVICE EXCEPTIONS (Provided Based on System Capability)

Services authorized but not billed					14,888,208						
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4. DETAIL ON BUDGETED FUND BALANCE

	Budgeted	Year-to-Date	Balance	%
Payments to Providers	88,000	86,545	1,455	98.35%
MCO Start-up Expense				
LME Merger Expense				
Other (List): Legal Fees, Admin Office	2,325,000	1,901,832	423,168	87.80%

* We certify (a) this report to contain accurate and complete information, (b) explanations are provided for any expenditure item with an annualized expenditure rate greater than 110% and for any revenue item with an annualized receipt rate of less than 90%, and (c) a copy of this report has been provided to each county manager in the catchment area".

08/18/15 BCC Meeting

LME / MCO Director	Date	LME/MCO Finance Officer	Date	Area Board Chair	Date
cc: County Manager for each county within the catchment area.					

Division of Mental Health, Developmental Disabilities & Substance Abuse Services
Quarterly Fiscal Monitoring Report - Explanation of Revenue and Expenditure Variances
SMOKY MOUNTAIN LME/MCO

for the period ending: June 30, 2015 - Not Final

ITEM	Explanation
Revenues Less than 90%	
Total Local Funds	The reason this Revenue Category is under 90% is because this Category includes Appropriation of Fund Balance which is budgeted - but no actual is recorded on the books. There are also negative adjustments for Prior Year Misc Income.

Expenditures Exceeding 110%
 N/A - no expenditure Categories exceed 110%

Other Notes
 Please note that the amounts reflected in this report are NOT final numbers for June 2015. At the time of this report - the June 2015 Accounting Period and FY 14-15 had not been closed. After the audit is complete for FY 14-15 - a report with revised/audited figures will be resubmitted.

County MOE funds are recorded on an accrual basis as of the end of June 2015. All MOE funds for FY 14-15 have been received except for \$5,000 from Swain County.

Please note that any ABC funds collected will be shown in the same line as MOE funds for that county.

AGENDA ITEM 9:**SHERIFF'S OFFICE VEHICLE BID AWARD REQUEST****MANAGER'S COMMENTS:**

Captain Redmon will present vehicle prices for six (6) new Ford All-Wheel Drive Police Interceptor SUVs and one (1) new Ford All-Wheel Drive Police Interceptor Sedan. The price for the All-Wheel Drive Police Interceptor SUVs is \$26,110.29 and \$23,426.85 for the All-Wheel Drive Police Interceptor Sedan for a total cost of \$180,089. Including \$5,444.66 for taxes and tags the total amount is \$185,534. At a future meeting, a bid will be forthcoming for both the purchase and installation of the equipment in the new vehicles.

Adequate funds have been budgeted to cover the cost of the vehicles. Board action is requested to accept the bid from Asheville County Ford in the amount of \$180,089 plus \$5,444.66 for taxes and tags for a total amount of \$185,534.



WATAUGA COUNTY SHERIFF'S OFFICE

184 HODGES GAP ROAD
BOONE, NORTH CAROLINA 28607
(828) 264-3761 • FAX (828) 263-5345

LEN D. HAGAMAN, JR.
SHERIFF

To: Mr. Deron Geouque, Watauga County Manager

From: Capt. Kelly Redmon

Ref: FY 15-16 Vehicle Purchase

The Watauga County Board of County Commissioners approved in the FY 15-16 budget, 7 replacement vehicles for the Sheriff's Office. The North Carolina Sheriff's Association now has a vehicle procurement program in which all franchise dealers throughout North Carolina were invited to submit bids in the same way that the NC State contract bids are received.

We would like approval to purchase the following from Ashville Ford; the dealer that won the NC Sheriff's Association bid:

From Line Item # 104310-454000 (Sheriff's)		
6 Ford Utility Interceptor AWD	\$26,110.29	\$156,661.74
From Line Item # 224310-454000		
1 Ford Interceptor Sedan AWD	\$23,426.85	\$23,426.85

The cost of vehicles, equipment, and installation are in the budget for FY 15-16.

AGENDA ITEM 10:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Boards and Commissions

MANAGER'S COMMENTS:

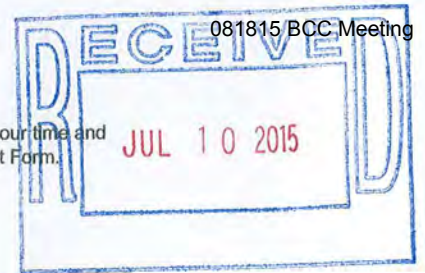
Economic Development Commission

Scott McKinney is relocating and has resigned from the Economic Development Commission. His term expires in June, 2016, therefore, an appointment to fill his unexpired term (which expires June 2016) will be needed.

Volunteer applications have been received from the following:

- Ms. Anne Ward
- Mr. Douglas McGuire
- Ms. Missy Harrill
- Mr. Ray Cameron
- Ms. Lisa Cooper
- Mr. Merrill Littlejohn

Volunteer Application
Watauga County Boards And Commissions



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

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

Name: Anne C. Ward
Home Address: 710 Chestnut Knob Rd.
City: Boone Zip: 28607
Telephone: (H) 773-972-0360 (cell) (W) _____ (Fax) _____
Email: anne@ward-williams.com
Place of Employment: freelance communication consultant/contingent faculty at App State
Job Title: writer/strategist & contingent faculty in Communication Department

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

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

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

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

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

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

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

1. Economic Development Commission
2. _____
3. _____

Volunteer Application
Watauga County Boards And Commissions
(Continued)

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

Work
Experience:

Writer/Strategist focused on developing strategic communications for clients in a broad range of industries (healthcare, law, technology, food, consumer products.) Creative services include conceptualizing, story development, writing and video production. Client list includes: Abbott, Motorola, Caterpillar, Covidien, AllRecipes.com, Kraft, Baxter, TAP Pharmaceuticals, V-Tech Toys and many others.

Also currently serve as contingent faculty within the Department of Communication at Appalachian State University.

Volunteer
Experience:

Volunteer experienced to date focused on serving in my children's schools - and includes co-chair of Carnival Committee and member of playground committee for Adler Family Association at Adler Park School in Libertyville, IL. In the last four years, I volunteer whenever time allows at Hardin Park School.

Currently a member of High Country Watch, focused on responsible economic development within the county.

Other
Experience:

Served for the last four years as contingent faculty with the Department of Communication at Appalachian State University. Areas of emphasis include: narrative development, documentary production, visual storytelling, message design and delivery, writing across all media platforms, public speaking and presentation skills. Looking forward to my fifth year as lecturer within the Communication department.

Other
Comments:

Economic development within Watauga County is a complex issue, with many different aspects to consider. I am interested in using my strategic skills and experience to explore this issue as part of the Economic Development Commission.

Signature:



Date: 7/10/15

Volunteer Application Watauga County Boards And Commissions

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

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

Name: Douglas McGulre
Home Address: 300 Birch bark Trail
City: Sugar Grove Zip: 28679
Telephone: (H) 828-297-5580 (W) 828-963-6680 (Fax) 828-963-6686
Email: doug@mcguireconstruction.com
Place of Employment: Douglas L McGulre Construction Company
Job Title: President

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

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

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

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

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

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

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

1.
2.
3.

Volunteer Application
Watauga County Boards And Commissions
(Continued)

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

Work
Experience:

Owner/President - Douglas L McGulre Construction Co., Inc. (1987 - present)

Owner/President GTM Management, LLC (2004 - present)

Volunteer
Experience:

President of Hunters Helping Kids (High Country Chapter) (2004 - 2014)

Other
Experience:

Other
Comments:

Signature: _____

Date: 7/30/15



a peaceful haven

To: WATAUGA Co. COMMISSIONER'S OFFICE

Fax #: 828-264-3230

From: MISSY HARRIS

Date: 7-31-2015

Notes: 5 PAGES INCL. COVER

133 Echota Parkway | Boone, NC 28607 | Local: 828-963-7600 | Fax: 828-963-7247

www.echotanc.com

Volunteer Application Watauga County Boards And Commissions

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

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

Name: MISSY HARRILL
Home Address: 2246 RUSS CORNER RD.
City: BOONE Zip: 28607
Telephone: (H) 963-6275 (W) 963-7600 (Fax) 963-7247
Email: MISSY@FOSCOE.COMPANIES.COM
Place of Employment: FOSCOE COMPANIES
Job Title: VP DEVELOPMENT / OWNER

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

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

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

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

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

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

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

1. EDC
2. _____
3. _____

Volunteer Application
Watauga County Boards And Commissions
(Continued)

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

Work
Experience:

PLEASE SEE ATTACHED.

Volunteer
Experience:

Other
Experience:

Other
Comments:

Signature: *[Handwritten Signature]*

Date: 7-31-2015

Missy Harrill

Vice President Development at Foscoe Companies/Echota

missy@foscoecompanies.com

Experience

Vice President Development at Foscoe Companies/Echota

April 2001 - Present (14 years 4 months)

Owner/Rental Manager at Foscoe Rentals

April 1997 - May 2005 (8 years 2 months)

~ Acquired a failing rental management business representing 18 units which has grown into one of the largest rental management companies in the NC High Country, managing over 150 units to date.

Owner, General Contractor/Interior Designer at The Lakes Community Development Corporation

September 1996 - March 1999 (2 years 7 months)

~Renovated an old ski lodge into 15 resort condominiums and a ballroom/bar/multi-function space including supervision of all sub-contractors; selection and installation of fixtures, finishes, furnishings and accessories.
~Worked with buyers on selections of cabinetry, flooring, finishes and custom work orders for construction division of company; oversaw construction of 30 log cabins and 24 resort condominiums; scheduled and supervised all sub-contractors for construction division.

Interior Designer at Dianne Davant Interiors

October 1992 - February 1996 (3 years 5 months)

~ Worked with clients on design, selection and installation of furnishings and accessories; served as client's liaison with architects, builders and sub-contractors.

Volunteer Experience

WHS Spirit Store Manager at Watauga County Schools

2010 - 2014 (4 years)

Secretary at Touchdown Club of Watauga County

2012 - 2014 (2 years)

Advisory Board Member at Yosef Club, Appalachian State University

2008 - 2010 (2 years)

Board Member at Watauga County Tourism Development Authority

2007 - 2011 (4 years)

Advisory Board Member at Lifestore Bank

2006 - 2011 (5 years)

Advisory Board Member at Clinical Services Advisory Board, Appalachian State University

2006 - 2008 (2 years)

Board Member at Appalachian Regional Healthcare Foundation

2006 - 2010 (4 years)

President/Chairperson/Board Member at Watauga Education Foundation

2005 - 2011 (6 years)

Certifications**NC General Building Contractor**

NC Licensing Board For General Contractors License 47768 October 1995

NC Real Estate Broker

NC Real Estate Commission License 133373 May 1992

Education**Appalachian State University**

Bachelor's Degree, Interior Design & Marketing, 1987 - 1993

Activities and Societies: Sigma Kappa

Skills & Expertise**Construction****Finish****Flooring****Furnishings****Interior Architecture****Management****Strategic Planning****Residential Homes****Contract Negotiation****Customer Service****New Business Development**

Languages**English**

MHM: Joe Furman
Joseph Miller
Ben Shoemaker

Volunteer Application
Watauga County Boards And Commissions

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

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

Name: RAY CAMERON

Home Address: 117 Forbes Way P.O. Box 2241

City: Blowing Rock NC Zip: 28605

Telephone: (H) 828-964-0827 M 828-264-9099 (Fax) 828-264-0103

Email: RCAMERON@moltox.com

Place of Employment: Molecular Toxicology Inc.

Job Title: Dir. Business Development

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

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

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

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

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

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

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

1.
2.
3.

Volunteer Application
Watauga County Boards And Commissions
(Continued)

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

Work
Experience:

Molecular Toxicology Inc
Lees McRae College
Triton Yacht Sales

Volunteer
Experience:

St. Mary of the Hills Vestry
Watauga High School Lacrosse Program
Western Youth Network

Other
Experience:

Other
Comments:

Signature: 

Date: 8/3/15

Volunteer Application
Watauga County Boards And Commissions

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

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

Name: Lisa Cooper
Home Address: 223 Sycamore trail
City: Valle Crucis, NC Zip: 28691
Telephone: (H) 828-963-6072 (W) 828-963-6511 (Fax) 828-963-1825
Email: lisa@mastgeneralstore.com
Place of Employment: Mast store
Job Title: VA

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

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

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

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

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

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

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

1. Watauga County EDC
2. Watauga County TDA district U
3.

Volunteer Application
Watauga County Boards And Commissions
(Continued)

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

Work
Experience:

Most General Store VP. I have been involved in all aspects of the business for thirty plus years on a full time basis.

Volunteer
Experience:

Valle Crucis School, VC community park, WHS sports, Womens fund

Other
Experience:

currently serve on NCSM Board of trustees, Wells Fargo and App Summer Boards, Seven years on the WCTDA district U board.

Other
Comments:

Signature: Lisa Cooper

Date: 8/3/15

Volunteer Application Watauga County Boards And Commissions

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

Watauga County Commissioners' Office
814 West King Street, Suite 203
Boone, NC 28607
Phone: (828) 265-8000
Fax: (828) 264-9230

Name: MERRILL LITTLEJOWN
Home Address: 126 PHEASANT LN
City: BLOWING ROCK Zip: 28605
Telephone: (H) _____ (M) 828-262-1980 (Fax) _____
Email: mlittlejohn@samaritan.org
Place of Employment: SAMARITAN'S PURSE
Job Title: VP FINANCE/CFO

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

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

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

- | | |
|--|--|
| <input type="radio"/> Foscoe-Grandfather Community | <input type="radio"/> Valle Crucis Historic District |
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We Ask Your Help In Assuring Diversity Of Membership By Age, Gender, And Race, By Answering The Following Questions

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

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

1. ECONOMIC DEVELOPMENT
2. _____
3. _____

Volunteer Application
Watauga County Boards And Commissions
(Continued)

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

Work
Experience:

- 15+ YEARS FINANCIAL MANAGEMENT AT SAMARITAN'S PURSE
- 2.5 YEARS PUBLIC ACCOUNTING EXPERIENCE
- 17.5 YEARS FINANCIAL MANAGEMENT ROLES AT 3 COMPANIES IN CHARLOTTE

Volunteer
Experience:

- PREVIOUSLY SERVED ON BOARDS FOR:
- CHARLOTTE-MECKLENBURG UNITED WAY ALLOCATIONS
 - THOMPSON CHILDREN'S HOME
 - ST. JOHN'S EPISCOPAL VESTRY
 - ALLIANCE BIBLE FELLOWSHIP ELDER BOARD -BOONE
 - GRACE ACADEMY -BOONE

Other
Experience:

(Empty box for Other Experience)

Other
Comments:

(Empty box for Other Comments)

Signature: C. Merrill Lindy, Jr.

Date: 8/3/15

AGENDA ITEM 10:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Announcements

MANAGER'S COMMENTS:

The High Country Council of Governments' Annual Banquet is scheduled for Friday, September 5, 2015, at Linville Ridge.

AGENDA ITEM 11:

PUBLIC COMMENT

AGENDA ITEM 12:

BREAK

AGENDA ITEM 13:

CLOSED SESSION

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

AGENDA ITEM 14:

POSSIBLE ACTION AFTER CLOSED SESSION