

## **Public Service Announcement**

In order to maintain the safety of County residents, the Watauga County Board of Commissioners Meeting scheduled for 5:30 P.M. on Tuesday, November 17, 2020, will be conducted electronically. The Board Packet, including the agenda, is available on the County's website at:

[http://www.wataugacounty.org/App\\_Pages/Dept/BOC/boardpacket.aspx](http://www.wataugacounty.org/App_Pages/Dept/BOC/boardpacket.aspx)

**The public may access this meeting by**

**Calling: +1 929 205 6099 and entering the following:**

**Meeting ID: 837 5777 2398**

**Password: 12345**

**OR**

**Clicking the following link:**

<https://us02web.zoom.us/j/83757772398?pwd=MmZWME9lT0RhcjNqSzQxdHhTWUdBUT09>

The County is making every effort to ensure that the public is able to, not only listen to the meeting, but also to participate in the public comment portion. You may submit public comments by email to: [public.comments@watgov.org](mailto:public.comments@watgov.org) or by mail to:

Clerk to the Board of Commissioners  
814 West King Street, Suite 205  
Boone, NC 28607

Public comments received by 5:00 P.M. on Monday, November 16, 2020, will be available to view by the time of the meeting (November 17, 2020, at 5:30 P.M.) on the County's website at:

[http://www.wataugacounty.org/App\\_Pages/Dept/BOC/boardpacket.aspx](http://www.wataugacounty.org/App_Pages/Dept/BOC/boardpacket.aspx)

A recording of this meeting will be available by 5:00 P.M. on Wednesday, November 18, 2020, on the County's website at:

[http://www.wataugacounty.org/App\\_Pages/Dept/BOC/boardpacket.aspx](http://www.wataugacounty.org/App_Pages/Dept/BOC/boardpacket.aspx)

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

**TUESDAY, NOVEMBER 17, 2020  
5:30 P.M.**

**ELECTRONIC MEETING ORIGINATING FROM THE  
WATAUGA COUNTY COMMUNITY RECREATION CENTER  
COMMUNITY ROOM**

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: October 20, 2020, Regular Meeting October 20, 2020, Closed Session		1
	3	APPROVAL OF THE NOVEMBER 17, 2020, AGENDA		9
5:35	4	CORONAVIRUS (COVID-19) COMMUNITY UPDATE	MS. JENNIFER GREENE	11
5:40	5	PROPOSED TED MACKORELL USAGE AGREEMENT	MR. VINCENT NICOLSEN	13
5:45	6	TAX MATTERS	MR. LARRY WARREN	
		A. Monthly Collections Report		41
		B. Refunds and Releases		43
5:50	7	NC DEPARTMENT OF ENVIRONMENTAL QUALITY AND CUSTOMER SERVICE "BACKYARD COMPOSTING GRANT" APPLICATION REQUEST	MR. COLE KIZIAH	49
5:55	8	VISTA AT TROUT LAKE SUBDIVISION PERFORMANCE GUARANTEE	MR. JOE FURMAN	51
6:00	9	PARKS AND RECREATION MATTERS	MR. STEPHEN POULOS	
		A. Request for Floor Protection System and Bench Runners for Community Recreation Center		57
		B. Proposed Opening Plan for Community Recreation Center		61
6:05	10	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
		A. December Meeting Schedule		99
		B. Proposed Student Resource Officer (SRO) for Watauga County Schools		101
		C. Review of Boards and Commissions on which Commissioners are Members		109
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6:10	11	PUBLIC COMMENT	BY WRITTEN SUBMISSION	115
6:15	12	BREAK		115
6:20	13	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3)		115
6:30	14	ADJOURN		

**AGENDA ITEM 2:**

**APPROVAL OF MINUTES:**

October 20, 2020, Regular Meeting

October 20, 2020, Closed Session

**DRAFT****MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS  
TUESDAY, OCTOBER 20, 2020**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, October 20, 2020, at 5:30 P.M. remotely with the meeting originating in the Commissioners' Conference Room located in the Watauga County Administration Building, Boone, North Carolina.

Chairman Welch called the remote electronic meeting to order at 5:37 P.M. The following were present:

**PRESENT:** John Welch, Chairman  
 Billy Kennedy, Vice-Chairman  
 Charlie Wallin, Commissioner  
 Larry Turnbow, Commissioner  
 Perry Yates, Commissioner  
 Anthony di Santi, County Attorney  
 Deron Geouque, County Manager  
 Anita J. Fogle, Clerk to the Board

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

**APPROVAL OF MINUTES**

Chairman Welch called for additions and/or corrections to the October 6, 2020, regular meeting and closed session minutes.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the October 6, 2020, regular meeting minutes as presented.

VOTE: Aye-5  
 Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the October 6, 2020, closed session minutes as presented.

VOTE: Aye-5  
 Nay-0

**APPROVAL OF AGENDA**

Chairman Welch called for additions and/or corrections to the October 20, 2020, agenda.



County Manager Geouque requested to add consideration of a resolution in support of “Ski Well Be Well” and a proposed Golden Leaf Foundation Grant to provide a local kill-chill facility for processing meat.

Vice-Chairman Kennedy, seconded by Commissioner Wallin, moved to approve the October 20, 2020, agenda as amended.

VOTE: Aye-5  
Nay-0

**PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE SUBMISSION OF AN APPLICATION FOR 2020 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR THE CORONAVIRUS PROGRAM**

Two public hearings were required for the grant and the first hearing was held on October 6, 2020.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to call the public hearing to order at 5:41 P.M.

VOTE: Aye-5  
Nay-0

The NC Department of Commerce recently announced the Community Development Block Grant Coronavirus Program (CDBG-CV). The grant was on a first-come-first-serve basis and Watauga County was eligible for up to \$900,000. Mr. Furman has been soliciting potential projects with several agencies/organizations and working with a committee including Ms. Michelle Ball, High Country Council of Government, Ms. Melissa Soto, W.A.M.Y. Community Action, and Ms. Marti Phillips, High Country United Way.

Mr. Furman stated that the proposed program for which an application for CDBG-CV funds would be submitted consists of three (3) components as follows. 1) Subsistence payments for rent, mortgage, utilities to prevent eviction, foreclosure, or service disconnection which could also include funds to establish/continue internet service, in areas where service currently exists, for a defined time period; 2) Food distribution; and 3) Mental health services. Mr. Furman stated that the program areas would address the issues caused by COVID-19 of loss of income, isolation or increased need for connectivity, and anxiety or depression, etc. Program partners would include High Country United Way, W.A.M.Y. Community Action, Hospitality House, Daymark Recovery Services, and Watauga County Project on Aging. Grant preparation and grant compliance administrative assistance would be provided by High Country Council of Governments, other administration by W.A.M.Y. Community Action, and High Country United Way.

Mr. Furman presented the following tentative budget:

Subsistence:	\$510,000
Food Distribution:	\$200,000
Mental Health Services:	\$100,000
<u>Administration:</u>	<u>\$90,000</u>
<b>TOTAL:</b>	<b>\$900,000</b>

There was no public comment; however, written public comments would be accepted in regards to the public hearing through Wednesday, October 21, 2020.

Commissioner Yates, seconded by Commissioner Wallin, moved to close the public hearing at 5:46 P.M.

VOTE: Aye-5  
Nay-0

*[Clerk's Note: No public comments were received by the deadline of Wednesday, October 21, 2020.]*

**PROPOSED RESOLUTION FOR WATAUGA COUNTY APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FOR THE WATAUGA COVID RELIEF PROJECT**

Mr. Furman presented a proposed “Resolution for Watauga County Application for Community Development Block Grant Funding for the Watauga COVID Relief Project.” The resolution would authorize staff to submit a formal application for the grant funding.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to adopt the “Resolution for Watauga County Application for Community Development Block Grant Funding for the Watauga COVID Relief Project.”

VOTE: Aye-5  
Nay-0

**CORONAVIRUS (COVID-19) COMMUNITY UPDATE**

Ms. Jennifer Greene, AppHealthCare Director, provided an update on the Coronavirus (COVID-19). The report was for information only and, therefore, no action was required.

**PROJECT ON AGING ANNUAL REPORT**

Ms. Angie Boitnotte, Project on Aging Director, presented the Fiscal Year 2020 annual comprehensive evaluation of the agency’s operations and policies as required by the NC Division of Health Service Regulation.

Commissioner Turnbow, seconded by Commissioner Wallin, moved to accept the Project on Aging’s Fiscal Year 2020 Annual Report as presented.

VOTE: Aye-5  
Nay-0

**TAX MATTERS*****A. Monthly Collections Report***

Tax Administrator, Mr. Larry Warren, presented the Tax Collections Report for the month of September 2020. The 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 September 2020 for Board approval:

**TO BE TYPED IN MINUTE BOOK**

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve the Refunds and Releases Report for September 2020 as presented.

VOTE: Aye-5  
Nay-0

**PROPOSED INMATE CATASTROPHIC INSURANCE CONTRACT**

County Manager Geouque, on behalf of Ms. Misty Watson, Finance Director, presented the contract renewal with Insurance Management Consultants for catastrophic insurance. The insurance shields the County from large medical claims that occur while inmates are being housed in the Watauga County Jail. Mr. Geouque stated that rates were based on inmate population which was reduced during the past year due to COVID-19. The proposed contract with Insurance Management Consultants, Inc. for catastrophic insurance coverage was in the amount of \$36,896, which was a \$5,494 decrease from the previous year, with a \$10,000 deductible. Adequate funds are available to cover the contracted cost.

Commissioner Yates, seconded by Commissioner Wallin, moved to renew the contract with Insurance Management Consultants, Inc. for catastrophic insurance coverage in the amount of \$36,896 with a \$10,000 deductible.

VOTE: Aye-5  
Nay-0

**PROPOSED GOLDEN LEAF FOUNDATION GRANT TO PROVIDE A LOCAL KILL-CHILL FACILITY FOR PROCESSING MEAT**

County Manager Geouque presented a proposed project for the Golden Leaf Northwest Sector Community Based Grant Initiative program to create and construct new facilities for livestock slaughter and processing in Watauga County. The goal of the project was for Watauga County to provide the location for a local “kill-chill” facility as well as leveraged funding for the construction of a USDA certified facility to meet the demand of local and regional producers. Mr. Geouque stated that the County had already been considering working with Cooperative Extension to

construct a kill floor near the County’s Sanitation Department. Having the facility located at the Sanitation Department would also help with long-term composting recycling needs.

The County Manager stated that the County planned to partner with the Town of Boone if grant funds were received as water and sewer would be required for the “kill-chill” facility.

Commissioner Yates, seconded by Vice-Chairman Kennedy, moved to direct the County Manager to proceed with the proposal and grant application as presented.

VOTE: Aye-5  
Nay-0

### **MISCELLANEOUS ADMINISTRATIVE MATTERS**

#### ***A. Proposed Resolution in Support of “Ski Well Be Well”***

The County Manager presented a proposed resolution in support of the “Ski Well Be Well” model which will provide the best safety practices for local Ski Resorts to open and operate in a safe and responsible manner during the COVID-19 pandemic.

Commissioner Wallin, seconded by Commissioner Turnbow, moved to adopt the resolution as presented.

VOTE: Aye-5  
Nay-0

#### ***B. New Community Recreation Center Update***

The County Manager Geouque presented an update regarding the new Community Recreation Center (CRC). Mr. Geouque stated that the County was disappointed that the CRC hadn’t yet opened due to COVID-19 restrictions, including the Governor’s Statewide Phase III restriction of thirty percent (30%) occupancy. Mr. Geouque stated that staff was considering a phased opening and Parks and Recreation had already brought back soccer and pickleball. Mr. Geouque stated that the swimming pool would most likely be the last to open as it would cost the most to operate and had the most risks involved. The facility would have to be staffed correctly as well.

Mr. Geouque stated that the County began running ads to hire staff in February and had to stop due to the COVID-19 pandemic. Even though there were no major issues with the building, punch list items needed to be completed. Staff has planned to move into the facility on October 23. Mr. Geouque stated that it would take approximately two months to open once the hiring process began which would allow time for running ads, hiring, and training new employees. With it being a new facility, not established prior to COVID-19, staff has been cautious when making the decision to open. Also, Ms. Jennifer Greene, the Director of AppHealthCare, and Ms. Mandy Cohen, Secretary of the North Carolina Department of Health and Human Services, had expressed concerns.

Representatives of local swim teams had recently sent several emails to the Board (as listed on the County's website under public comments) requesting to use the pool for practice only; not meets at this time. Lengthy discussion was held in regards to opening the pool only for swim team practices.

After discussion, the Board agreed, by consensus, to direct the County Manager to get more information from and continue conversations with Ms. Jennifer Greene and to determine the staffing needs required to bring the swim team in for practices.

### ***C. Boards and Commissions***

County Manager Geouque presented the following for consideration:

#### ***Board of Adjustment***

The terms of Alyson Browett (Valle Crucis Historic District), current Chair; John Prickett (Howard's Creek Watershed), current Vice-Chair; Emily Bish (Foscoe Grandfather Community), Alternate, were set to expire in November. All were willing to continue to serve for an additional three (3) year term. New General Statute NCGS 160D for planning makes no mention of representation of each zoned/regulated area; however, Mr. Joe Furman, Planning and Inspections Director, had indicated that would probably be a good idea when possible or "practicable" per the former statute.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to waive the second reading and reappoint Ms. Alyson Browett, Mr. John Prickett, and Ms. Emily Bish to three (3) year terms on the Watauga County Board of Adjustment.

VOTE: Aye-5  
Nay-0

### ***C. Announcements***

County Manager Geouque announced that, due to the Commissioners' Board Room being an official polling site on Election Day, the November 3, 2020, regular meeting of the Board of Commissioners had been cancelled. The next regular meeting of the Board would be on Tuesday, November 17, 2020, at 5:30 P.M.

The Board agreed, by consensus, to hold the meeting remotely, through Zoom, with the Board of Commissioners meeting in person at the Community Recreation Center.

### **PUBLIC COMMENT**

Chairman Welch stated that written comments were made, submitted, and made available to view on the County's website and at the County Manager's Office.

*[Clerk's Note: Written comments were received by the 5:00 P.M. deadline on October 19, 2020, from the following: Ms. Anne Ward, Mr. Chip Williamson, Mr. Witold Kosmala, Ms. Mary Sheryl Horine, Ms. Jami Kent, and Mr. John Whitehead.]*

**CLOSED SESSION**

At 7:03 P.M., Commissioner Wallin, seconded by Vice-Chairman Kennedy, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3) and Personnel Matters, per G. S. 143-318.11(a)(6).

VOTE: Aye-5  
Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Wallin, moved to resume the open meeting at 7:51 P.M.

VOTE: Aye-5  
Nay-0

**ADJOURN**

Vice-Chairman Kennedy, seconded by Commissioner Wallin, moved to adjourn the meeting at 7:51 P.M.

VOTE: Aye-5  
Nay-0

John Welch, Chairman

ATTEST:

Anita J. Fogle, Clerk to the Board

**AGENDA ITEM 3:**

**APPROVAL OF THE NOVEMBER 17, 2020, AGENDA**

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**AGENDA ITEM 4:**

**CORONAVIRUS (COVID-19) COMMUNITY UPDATE**

**MANAGER'S COMMENTS:**

Ms. Jennifer Greene, AppHealthCare Director, will provide an update on the Coronavirus (COVID-19).

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

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**AGENDA ITEM 5:****PROPOSED TED MACKORELL USAGE AGREEMENT****MANAGER'S COMMENTS:**

Mr. Vincent Nicolsen, legal counsel for Appalachian FC, will discuss with the Board the potential for the team to locate to Watauga County and utilize Ted Mackorell Soccer Complex. The management committee comprised of County, HCSA, and ASU members have met and agreed that accommodations could be made to allow for this unique partnership. The group will be making two (2) requests. The first is a facility use agreement and the second is authorization from the Board to sell alcohol at the facility. Staff believes if the Board grants permission to sell alcohol for Appalachian FC that ASU may make a similar request in the future.

If the Board were interested in allowing the team to utilize the facility; staff would recommend a stand-alone agreement be drafted and not amend the existing agreement between the County, HCSA, and ASU. This would allow for a cleaner delineation and reduce potential conflict with the existing agreement.

Staff seeks direction from the Board.



## 2021 NPSL Expansion Application

Thank you for your interest in the National Premier Soccer League and becoming a new member for the 2021 NPSL Season. The following includes important information regarding league requirements and the application timeline/process. Please read through all the information carefully before submitting the Membership Application. There are several forms included at the end of the application that must be completed and included with your application. A complete Membership Application includes completion and submittal of the following: 1) a completed and signed General Information Form including the Media Release Agreement, 2) Business Plan, 3) Venue Information Form, 4) Required Appendix Documents, 5) Signed League Admissions Agreement.

The NPSL is committed to growing the game across the country through a cooperative and member-driven ownership platform. Successful NPSL applications demonstrate a commitment to growing and promoting the game through a connection with their community, fielding a competitive team, committing the necessary funding of their team and fiscal responsibility, displaying a cooperative, respectful and supportive nature to the NPSL and other NPSL Members, and complying with the NPSL's standards, policies and bylaws. Crowd funding, supporter-ownership structures and pay-to-play funding models are discouraged by the NPSL.

### Minimum Standards

The NPSL believes that our minimum standards set us apart from other leagues. The NPSL game day standards include, but are not limited to, the list below.

#### Stadium and Field requirements:

- Seating for a minimum of 500 people
- Locker room with a minimum of four showers available for visiting team
- Referee changing room and shower
- Playing Field 65 x 110 minimum
- Playing Field 80 x 120 maximum
- Field markings according to standard regulations
- United States Flag
- PA system / announcer used during game
- Electronic scoreboard with space for Home / Visitor scores and working time clock
- Certified Athletic Trainer

#### Media requirements:

- Press Box with working electric outlets and free access to WiFi
- Ability to live stream games
- Twitter play by play coverage for every home game

***The ability to meet minimum standards is a requirement for acceptance. Please consider deferring your application until the organization can meet the above standards.***

### League Fees

- *One-time membership fee* : \$18,000\*\*
- Annual League Dues for 2021: \$6,000\*\*
- Performance bond: \$1,000\*\* (to be replenished annually and returned if team leaves the league in good standing in accordance with the LAA)

*\*The annual league fee includes registration for 26 players. Each additional player is \$50.*

***\*\*Estimated Expansion Fee and Annual Dues are provisionally set and subject to change at the discretion of the Board of Directors. The minimum performance bond is \$1,000 and is subject to increase at the discretion of the NPSL Expansion Committee.***

### Market Considerations and Conference Placement

The NPSL considers existing member's markets when evaluating applications. This may result in an otherwise strong application being rejected on a case-by-case basis based on market overlap and is at the sole discretion of the NPSL. The assignment of a new member's conference and region is determined by the NPSL. A new member's preference is considered but is not guaranteed.

### Application Process & Timeline

#### Step 1: NPSL Membership Application Request Form Submission

Submit an NPSL Membership Application Request Form to Dina Case, Director of Membership Development ([dcase@npslsoccer.net](mailto:dcase@npslsoccer.net)) along with the application fee of \$500. The application fee is not refundable and will be applied to the expansion fee if membership is approved. Once the application fee is received and processed, a formal application will be sent.

#### Step 2: NPSL Membership Application Submission

Submit a completed application to Dina Case, Director of Membership Development ([dcase@npslsoccer.net](mailto:dcase@npslsoccer.net))

#### Step 3: Review Period

During the review period, the league may provide feedback and/or request additional information. Typically, there is a conference call scheduled with the potential ownership group during the application review period. Once an application is considered complete, the decision process will take approximately 30 days.

#### Step 4: Notification of Decision / Approval

The organization will be notified upon acceptance into the league. The team will remit payment within 7 calendar days from the date the acceptance letter is sent. Markets cannot be held for longer than 7 days. Membership activates once all fees are paid and the League's Membership Agreement is executed.

#### After Acceptance: Media Announcement

The NPSL Media Director will contact the team and coordinate the press announcement. The team is asked not to make any public statements regarding acceptance until given approval by the NPSL Media Director. This request includes but is not limited to making announcements on any social media channels. The NPSL announcement will serve as the lead communication.

## **NPSL Membership Application**

Please submit your application and all supporting information using **ONE PDF** formatted document. **If your application is not submitted using a ONE PDF formatted document, your application will be returned. Submit your completed application to Dina Case, Manager of Membership Development at, [dcase@npslsoccer.net](mailto:dcase@npslsoccer.net)**

### **A complete application will include the following elements:**

1. Completed and signed NPSL Application Form - General Information Form including signed media release agreement (**included below**)
2. Business plan – your business plan will include:
  - Team history/general background information
  - Organization’s vision/mission
  - Business strategy/model
  - Marketing plan, including a market description
  - A list of key people (owners) in your organization including bios
  - Media and promotional plan including a commitment to streaming home matches
  - Staffing organization chart
  - Branding strategy including confirmation of URL ownership, proposed team website/social media handles and team’s logo in vector format (.ai or .eps file) AND high resolution. png file with a transparent background (Logo files can be included as an appendix document)
  - Technical plan including any prospective head coaches, player recruitment plan, playing style/philosophy).
  - Financial Report – profit and loss statement spreadsheet, including a forecast of your team’s expenses, non-revenue funding sources (owner’s equity / cash injection), and revenues for each season over a three-year period. Please include both moderate and worst-case scenarios.
3. Venue/Stadium Information Form (**included below**)
4. Ownership with percent ownership form (**included below**)
5. Required Appendix Documents
  - Corporate documents showing corporate and ownership structure (LLC S-corp, 501c3, etc.)
  - Stadium rental agreement or letter of intent from a stadium to host
  - Copy of bank statement demonstrating initial funding of a minimum of \$50,000 in a dedicated operating account
  - Logo in vector format (.ai or .eps file) AND in high resolution .png format with transparent background (**please send this in a separate file from your application**)
6. Optional Appendix Documents
  - Sponsor letters of intent
  - Letters of recommendation
7. Signed League Admissions Agreement (**see separate file - please include in the same file with your application**)
8. Completed Media Questionnaire (**included below – please send as a separate file from your application**)

**General Information Form**

If you do not have some of the requested information confirmed, please fill in an approximate date with details as to when the information will be known.

Team name: (must reflect the city in which it is based): Appalachian FC

Legal entity for team: Appalachian Soccer Group, LLC, a NC limited liability company

Team Market City: Boone, North Carolina

Mailing Address: 275 Chigger Mountain Lane

City: Boone State: NC Zip: 28607

Primary Team Contact: Jason O'Keefe Title: Manager

Primary Contact Email: jasonokeefe2020@gmail.com Mobile: 336-266-0086

Does your organization own/affiliated with a youth club? (please circle) Y/N

If yes, name of youth club? \_\_\_\_\_

Primary contact for youth club: \_\_\_\_\_

Email: \_\_\_\_\_ Mobile: \_\_\_\_\_

Does your youth club host tournaments? (please circle) Y/N

If yes, who is the primary contact: \_\_\_\_\_

Email: \_\_\_\_\_ Mobile: \_\_\_\_\_

**Non-Disclosure Agreement**

The contents of this and any future email messages/attachments/documents/forms are proprietary and strictly confidential. These email messages/attachments/documents/forms include but are not limited to the NPSL Application Request Form, the 2019 NPSL Membership Application, the NPSL League Admissions Agreement, and the NPSL Expansion Information Document. No part of this message or any NPSL documents may be disclosed or shared in any manner to a third party without the prior written consent of the National Premier Soccer League. This property is distributed with the sole intent of coordinating a new membership application between your organization and the NPSL. If at any time the NPSL learns that an organization has shared the NPSL’s property in any way without prior, written consent, the application process for that organization will be immediately terminated and the application fee will not be returned.

**Media Release Agreement**

The team is asked not to make any public statements regarding acceptance until given approval by the NPSL Media Director. This request includes but is not limited to making announcements on any social media channels. The NPSL announcement will serve as the lead communication.

By signing below, I agree to the Non-disclosure and Media Release Agreements as outlined above and certify that all information contained in this application is known to be true and accurate.

DocuSigned by:  
SIGNATURE Jason O'Keefe  
AABBF55C47E3430...

Date 10/07/2020

Name (print) Jason O'Keefe

Title Manager



### Venue Information

Stadium: Ted Mackorell Soccer Stadium

Address: 574 Brookshire Road

City: Boone State: NC Zip: 28607

Field Dimensions: 80x120

Playing Surface Type: MaxPlay field turf

**\*Acceptance to the NPSL is contingent on using the stadium submitted with this application for NPSL games. Please initial each item and sign below that if accepted, the stadium represented above can provide the following for each NPSL game:**

Please Indicate YES or NO by typing initials in the box to indicate if the stadium meets the following requirements:	YES	NO
Stadium to seat at least five hundred (500) people	JO	
Locker room with four (4) showers for visiting team	JO	
Referees' changing room and showers – space must <u>not</u> require officials to walk through the team locker rooms	JO	
Playing field dimensions 65x110 yards minimum/80x120 yards maximum, with field markings according to standard regulations	JO	
The field has lights (required for 2020 regional semi-finals and beyond)	JO	
Pole to fly United States Flag (Flag required as home team responsibility)	JO	
Ample sideline space for benches for both teams to accommodate 16 people, and a referee table and chairs at midfield	JO	
PA System for announcements during game	JO	
Electronic scoreboard with Home/Visitor scores and working time clock	JO	
Dedicated press box with working electric outlets and (free or pre-arranged) access to wifi	JO	
Venue allows / can accommodate streaming of game (required in 2020)	JO	
Indicate TURF or GRASS	TURF	

DocuSigned by:  
 Signature:   
 AABBF55C47E3430...

Print Name: Jason O'Keefe

Date: 10/07/2020

**CORPORATE STRUCTURE AND OWNERSHIP INFORMATION**

1. Please provide the type of corporate entity (corporation, limited liability company) and state or incorporation or organization: North Carolina limited liability company
2. Federal tax identification number: 85-2971541
3. Tax status (for profit, 501(c)(3)): For Profit
4. Members, Partners, or Shareholders ("owners") information:
  - a. Number of owners: 9

Please provide below the ownership information for the organization. If the owner is another entity please provide the person or persons that consist of its ownership.

Playbook Management International LLC  
 Name: Attn: Michael Hitchcock, Manager  
 Address: 10229 Fire Ridge Drive  
 City, State Zip Code: Frisco TX 75033  
 Percentage of Ownership: 32.50%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

YCPM - Youth College Professional Management LLC  
 Name: Attn: Jason O'Keefe, Manager  
 Address: 257 Chigger Mtn Lane  
 City, State Zip Code: Boone, NC 28607  
 Percentage of Ownership: 32.50%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

919 Sports Management, LLC  
 Name: Attn: Vincent Nicolsen, Manager  
 Address: 2021 Fairview Road  
 City, State Zip Code: Raleigh NC 27608  
 Percentage of Ownership: 5%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

Name: Stephen L. Sinanian  
 Address: 1150 Laurel Fork Road  
 City, State Zip Code: Vilas, NC 28692  
 Percentage of Ownership: 5%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

Name: Alfredo Alvarez  
 Address: 1836 Little Laurel Road  
 City, State Zip Code: Boone NC 28607  
 Percentage of Ownership: 5%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

Booneshine Brewing Comopany, Inc.  
 Name: Attn: Timothy John Herdklotz, President  
 Address: 305 Farthing Street  
 City, State Zip Code: Boone, NC 28607  
 Percentage of Ownership: 5%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

5. Attach the ownership documents that are on file with your state's secretary of state.

# \*CONTINUED\*

## CORPORATE STRUCTURE AND OWNERSHIP INFORMATION

1. Please provide the type of corporate entity (corporation, limited liability company) and state or incorporation or organization: North Carolina limited liability company
2. Federal tax identification number: 85-2971541
3. Tax status (for profit, 501(c)(3)): For Profit
4. Members, Partners, or Shareholders ("owners") information:
  - a. Number of owners: 9

Please provide below the ownership information for the organization. If the owner is another entity please provide the person or persons that consist of its ownership.

Name: Benjamin & Blythe Parker  
 Address: PO Box 848  
 City, State Zip Code: Blowing Rock, NC 28605  
 Percentage of Ownership: 5%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

Name: Josh Honeycutt & Angela Honeycutt  
 Address: 205 Marsh Landing  
 City, State Zip Code: Boone NC 28607  
 Percentage of Ownership: 5%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

Name: Michael and Jamie Raymond  
 Address: 113 Poplar Leaf Drive  
 City, State Zip Code: Vilas, NC 28692  
 Percentage of Ownership: 5%  
 Title: Member  
 Role: Membership Interest Holder/Board Member

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State Zip Code: \_\_\_\_\_  
 Percentage of Ownership: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Role: \_\_\_\_\_

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State Zip Code: \_\_\_\_\_  
 Percentage of Ownership: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Role: \_\_\_\_\_

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State Zip Code: \_\_\_\_\_  
 Percentage of Ownership: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Role: \_\_\_\_\_

- 5 Attach the ownership documents that are on file with your state's secretary of state.





## **NPSL MEDIA QUESTIONNAIRE**

### **Branding, Press Release, and Club Information**

1. Full name of the club: **Appalachian FC**
2. Club's location (city, state): **Boone, North Carolina**
3. NPSL region and conference: **East -----South East Conference**
4. Any club nicknames, abbreviations, or secondary references: **App FC**
5. Club website and social media handles, including URLs for each: **Website [www.appalachianfc.com](http://www.appalachianfc.com)  
Twitter AppalachianFC  
IG/FB Appalachian FC**
6. What are your expectations for your first season in the NPSL? *We will likely pull a quote from here.* **See Attached Exhibit 1**
7. What does your organization bring to your conference and the league as a whole? *We will likely pull a quote from here.* **See Attached Exhibit 1**
8. Why did you choose to join the NPSL? *We will likely pull a quote from here.* **See Attached Exhibit 1**
9. What can you tell us about your home venue (location, seating, amenities, history)?  
**See Attached Exhibit 1**
10. What is the name and title of the person that quotes should be attributed to?  
**See Attached Exhibit 1**
11. Who is involved in the leadership of your club? *Please include the name, title, and a short bio (a few sentences at most) for notable members of the coaching staff, front office, and ownership group.* **See Attached Exhibit 1**
12. Please provide information about the club in the following areas (as it applies to your organization): history, structure, philosophy, past successes, and major affiliations/partnerships/sponsors. *This is often found in the club's boiler plate.*  
**See Attached Exhibit 1**
13. Who should be listed as the primary press contact for your club? *Please include the name, title, phone number, and email for this individual.*

**Jason O'Keefe, Manager**  
**[jason@appalachianfc.com](mailto:jason@appalachianfc.com)**  
**275 Chigger Mtn Lane**  
**Boone NC 28607**

**Exhibit 1**NPSL MEDIA QUESTIONNAIRE REPOSSES – APPALACHIAN FC

6. What are your expectations for your first season in the NPSL?
  - Bring NPSL Soccer to the High Country with a strong ownership group committed to connecting with the community and establishing the club as a professionally run and operated club. Fill the void left in the High Country after Appalachian State cut their Men's Soccer Program this Summer. Provide affordable, quality family entertainment next Summer.
7. What does your organization bring to your conference and the league as a whole?
  - Expanding in North Carolina is important for NPSL mission to grow the sport of soccer throughout the US. Boone is a soccer loving market with a great soccer stadium in the mountains that provides a world class venue to enjoy NPSL Soccer on a beautiful Summer night in the High Country.
8. Why did you choose to join the NPSL?
  - The vision of NPSL aligns with Appalachian FC Ownership Group.
9. What can you tell us about your home venue (location, seating, amenities, history)?
  - The Ted Mackorell Soccer Stadium is one of the best venues in the country to enjoy a soccer match. The 1,000 seat stadium has a new state of the art turf field. With the mountains as the backdrop, Ted Mack is a picturesque setting for supporters, players & sponsors.
10. What is the name and title of the person that quotes should be attributed to?
  - Jason O'Keefe (Managing Partner)
11. Who is involved in the leadership of your club?
  - Appalachian Soccer Group LLC has created a unique ownership model built for maximum success. Ownership Group is made up of Former App State Men's Soccer Coach Jason O'Keefe (well respected as the top soccer professional in Boone as a result of successful career building App State Men's Soccer), 919 Sports Management (providing in-House Legal Counsel) and PMI (sports management company providing 25 years of Soccer Management experience) combined with top Boone business owners, community & soccer leaders.
12. Please provide information about the club in the following areas (as it applies to your organization): history, structure, philosophy, past successes, and major affiliations/partnerships/sponsors?
  - Appalachian Soccer Group LLC dba Appalachian FC is applying to bring a National Premier Soccer League team to Boone, North Carolina and bring the world's most popular game to the High Country to start playing in May 2021 at Ted Mackorell Soccer Stadium. Led by former Appalachian State University Men's Soccer Coach Jason O'Keefe (App State cut their Men's Soccer Program this Summer due to COVID-19), Appalachian Soccer Group will provide opportunities for local students to pursue a sports management career, players to pursue their dreams, supporters to have a team to call their own in their backyard, companies to give back to their community while growing their business & local owners to build a soccer legacy while inspiring local youth soccer players to reach their potential and providing the community with high level, affordable Summer entertainment in the High Country.

**FIRST HORIZON.** Welcome back, appalachianfc! **APPALCHIAN SOCCER GROUP LLC**  
Last Login: Tuesday, Oct 06, 2020 3:28 PM CDT

[My Accounts](#) [Payments & Transfers](#) [Planning](#) [Self Service](#) [Settings](#)

First Horizon Deposit Accounts

**BC Business Checking** \$50,100.00 Available  
\*\*\*\*\*2325

Quick Access

- You have **0 Unread Messages**
- Pay / Transfer**
- Quick Transfer
- Manage Your Cards



# NORTH CAROLINA Department of the Secretary of State

**To all whom these presents shall come, Greetings:**

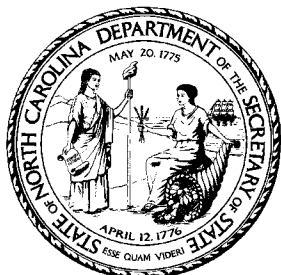
I, Elaine F. Marshall, Secretary of State of the State of North Carolina, do hereby certify the following and hereto attached to be a true copy of

## ARTICLES OF ORGANIZATION

OF

## APPALACHIAN SOCCER GROUP LLC

the original of which was filed in this office on the 4th day of September, 2020.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 4th day of September, 2020.

*Elaine F. Marshall*

Secretary of State

SOSID: 2043649  
Date Filed: 9/4/2020 10:12:00 AM  
Elaine F. Marshall  
North Carolina Secretary of State  
C2020 248 00099

State of North Carolina  
Department of the Secretary of State

Limited Liability Company  
ARTICLES OF ORGANIZATION

Pursuant to §57D-2-20 of the General Statutes of North Carolina, the undersigned does hereby submit these Articles of Organization for the purpose of forming a limited liability company.

1. The name of the limited liability company is: Appalachian Soccer Group LLC

(See Item 1 of the Instructions for appropriate entity designation)

2. The name and address of each person executing these articles of organization is as follows: (State whether each person is executing these articles of organization in the capacity of a member, organizer or both by checking all applicable boxes.) **Note: This document must be signed by all persons listed.**

Name	Business Address	Capacity
<u>Vincent J. Nicolsen</u>	<u>2021 Fairview Road, Raleigh NC 27608</u>	<input type="checkbox"/> Member <input checked="" type="checkbox"/> Organizer
_____	_____	<input type="checkbox"/> Member <input type="checkbox"/> Organizer
_____	_____	<input type="checkbox"/> Member <input type="checkbox"/> Organizer

3. The name of the initial registered agent is: Vincent J. Nicolsen

4. The street address and county of the initial registered agent office of the limited liability company is:

Number and Street 2021 Fairview Road  
City Raleigh State: NC Zip Code: 27608 County: Wake

5. The mailing address, if different from the street address, of the initial registered agent office is:

Number and Street \_\_\_\_\_  
City \_\_\_\_\_ State: NC Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

6. Principal office information: (Select either a or b.)

a.  The limited liability company has a principal office.

The principal office telephone number: \_\_\_\_\_

The street address and county of the principal office of the limited liability company is:

Number and Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_



The mailing address, if different from the street address, of the principal office of the company is:

Number and Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

b.  The limited liability company does not have a principal office.

7. Any other provisions which the limited liability company elects to include (e.g., the purpose of the entity) are attached.

8. **(Optional):** Listing of Company Officials (See instructions on the importance of listing the company officials in the creation document.

Name	Title	Business Address

9. **(Optional):** Please provide a business e-mail address: \_\_\_\_\_  
The Secretary of State’s Office will e-mail the business automatically at the address provided above at no cost when a document is filed. The e-mail provided will not be viewable on the website. For more information on why this service is offered, please see the instructions for this document.

10. These articles will be effective upon filing, unless a future date is specified:

\_\_\_\_\_

This is the 3 day of September, 2020.

\_\_\_\_\_  
*Vincent J. Nicolsen*  
Signature

Vincent J. Nicolsen, Organizer  
Type or Print Name and Title

The below space to be used if more than one organizer or member is listed in Item #2 above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type and Print Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type and Print Name and Title

**NOTE:**

1. Filing fee is \$125. This document must be filed with the Secretary of State.



## Lower Division Soccer is coming to the High Country!

### CONFIDENTIAL

**OVERVIEW** Appalachian Soccer Group LLC dba Appalachian FC is applying to bring a National Premier Soccer League team to Boone, North Carolina and bring the world's most popular game to the High Country to start playing in May 2021 at Ted Mackorell Soccer Stadium. Led by former Appalachian State University Men's Soccer Coach Jason O'Keefe (App State cut their Men's Soccer Program this Summer due to COVID-19), Appalachian Soccer Group will provide opportunities for local students to pursue a sports management career, players to pursue their dreams, supporters to have a team to call their own in their backyard, companies to give back to their community while growing their business & local owners to build a soccer legacy while inspiring local youth soccer players to reach their potential and providing the community with high level, affordable Summer entertainment in the High Country.



## **OWNERSHIP GROUP**

Appalachian Soccer Group LLC has created a unique ownership model built for maximum success. Ownership Group is made up of Jason O’Keefe (well respected as the top soccer professional in Boone as a result of successful career building App State Men’s Soccer), 919 Sports Management (providing in-House Legal Counsel) and PMI (providing 25 years of Sports Management experience) combined with top Boone business owners, community & soccer leaders who all commit to 5 years of Sponsorship (\$5k per year) for their business or organization; in turn, providing a foundation of sponsorship for the first Five years. Overview of Ownership:

- 25% Playbook Management International LLC
- 25% YCPM LLC (Jason O'Keefe company)
- 5% 919 Sports Management: In-House Legal Counsel with experience working in Professional Soccer & NFL
- 5% Los Arcoiris: Owner of 5 successful Mexican Restaurants in the High Country and a leader in the local Hispanic Community. Very popular restaurants have been serving the High Country authentic Mexican Food since 1991.
- 5% Booneshine Brewery: Extremely popular Boone Brewery (est. 2015) that is in walking distance of the Ted Mack Stadium. Booneshine will sponsor the Pre-Game Supporters Party followed by a Supporters March to the Stadium and they will sponsor the Post-Game Party. Partner also owns a popular bakery and restaurant.
- 5% Mike & Jamie Raymond: Founder of High Country Adult Soccer Leagues and local soccer leader that is very involved in High Country Soccer on many levels. Mike and Jamie both played college soccer and have children playing soccer.
- 5% Boone Saloon: The #1 Soccer Bar in Boone for watching Premier League and International Soccer. Passionate Soccer Supporters call Boone Saloon home. Boone Saloon will be the host to Away Game Viewing Parties. Partner also owns two other restaurants.
- 5% SPA Properties: Established in 2010, Former App State soccer Alumni who own Rental Properties and Real Estate investments in Boone & Charlotte. Partner sits on the Board for the App State School of Business and owns Vixster, a

successful emerging waste and recycling business in the High Country

- 5% Josh Honeycutt: First Family of Boone. Generations of Business Leaders in Boone. Josh and Family owns multiple successful businesses in the High Country including Q & E Packaging and Real Estate Firm. Josh is also Head Soccer Coach of Watauga High School Men's Soccer Program.
- 5% App Ortho: Dr. Ben Baker is official Doctor for Appalachian State who is a partner and official Doctor of Appalachian FC. An orthopaedic surgeon who moved to the High Country in 2017 to be Orthopaedic Sports Medicine Director for App State athletics and run his practice in Boone.
- 10% App State Men's Soccer Alumni: Finalizing plans to offer All App State Alumn will have opportunity to invest in fractional ownership through Soccer Alumni Group



## **BRAND**

Club will be known as Appalachian FC which will tie into Appalachian State and appeal to the entire High Country

This Logo is an inspiration logo. We've hired Chris Payne Portfolio to develop the Appalachian FC brand, branding guidelines and marketing elements. Chris Payne has a working relationship with PMI and designed Napa Valley 1839 among other Football club and league logos.

Colors will be Black and Gold (same as Appalachian State). Looking at secondary brands with App FC (similar to App State).

Website and all Social Media platforms have been secured for Appalachian FC.



**SOCCER BRAND DESIGNER**

# DESIGN EXAMPLES

Over the next few pages, I would like to present to you, some soccer logo designs for soccer teams that I have worked on around the world. Each design is unique to the soccer club and helps tell a visual story that relates to the history of the soccer club and to the place that the soccer club represents. I would love to chat on the phone with you about each one of these designs to talk through my thought process as well as the meaning behind each design.

www.alfredesign.com/football

**ALFRETTON TOWN F.C.**  
ENGLAND



www.alfredesign.com/football

**NAPA VALLEY 1839 F.C.**  
UNITED STATES OF AMERICA



www.alfredesign.com/football

**TOBAGO F.C. PHOENIX**  
TRENTO AND TOBAGO



www.alfredesign.com/football

**MESQUITE OUTLAWS F.C.**  
UNITED STATES OF AMERICA



www.alfredesign.com/football

## HOME SWEET HOME



Appalachian FC will play at Ted Mackorell Soccer Stadium (Home of App State University Women's Soccer) that was completed in 2008. The facility features artificial field turf as well as a picturesque panoramic view of the beautiful surrounding Blue Ridge Mountains.

The facility is located at the High Country Soccer Association's Ted Mackorell Complex off of Brookshire Road. There are also two other fields at the complex where the local high school team and HCSA teams play throughout the fall and spring.

The stadium was completed in 2009, complete with bleachers available for 1,000 spectators and a state of the art press box.

Ted Mack is owned through a Partnership of County, High Country Soccer & App State. We have received permission from parties to utilize Ted Mack for Appalachian FC



## MARKET ANALYSIS

Boone, North Carolina is a cool, funky, young market (similar to an Asheville) with a major University and an entrepreneurial spirit. Known as the Ski Capital of the South and a popular Summer time destination, Boone is an active community year round. Soccer is very popular in the High Country. Started by successful App State Men's soccer teams from the late 70s that included the All-Time NCAA Leading Goal Scorer Thompson Usiyan. The High Country (Boone and surrounding communities) has a population of @ 35,000 plus 18,000 students at App State. In 2019, USL hosted a friendly at Ted Mackorell Stadium between two USL 2 teams and drew over 1k fans. Since then USL has been aggressively trying to find an owner to buy a USL 2 team for Boone, NC.

## SPONSORSHIP

**Foundation Sponsorship is all Partners are contractually obligated to \$5,000 sponsorship per year for five years which provides a foundation of \$50,000 in Sponsorship before traditional biz development campaigns. Preliminary**

### **Sponsorship Conversations:**

- Bank: Verbal for \$2,500 sponsorship as part of opening our Checking Account with them.
- Hotel: Advanced discussions for \$5,000 sponsorship to be Official Hotel.
- Apparel: Verbal with Global Brand to be the Apparel Partner at \$5,000 Trade per year.
- Apartments: Advanced conversations with Student Apartment company since lots of Students go home in Summer
- Sports Commission: Verbal for Sponsorship for a Summer Tournament to bring fans into town.

## BUSINESS TIMELINE

- Finalize Ownership Group & Operating Budget by Oct 1st
- Finalize Application to submit to NPSL by Oct 2nd
- Once approved, Business Development Campaign begins for Network Contacts (sponsorship, season seats, et al)
- Club Announcement with Social Media & Website Landing Page and Namemark Merchandise/Season Seats by Oct 15th
- Host November Tryout for local players
- Finalize Logo and Brand by November 15th
- Club Brand Launch Party in late November/ early December with Full Website & Merchandise to coincide with Christmas merchandise & season seat campaign.
- January: Announce Coach for Inaugural Season.
- February: Jersey Reveal Party. Jersey's On Sale...
- Boone Kickoff Tourney with 4 Teams in late Spring 2021
- April: Kickoff Party
- Inaugural Season May through August
- Historic Home Opener May 2021

## MISC

- All Partners will be on Board to meet Quarterly.
- All Partners can be as involved and active or passive as they'd like. All Partners will be asked to provide referrals for Sponsorship and Season Seats.
- NPSL Contact will be Jason O'Keefe.
- Co-Managing Partners will be Hitch & Jason
- General Manager will eventually be hired to run day to day Ops and oversee Revenue Campaign.
- Head Coach will be a seasonal position.
- Game Day Ops Manager will be a seasonal position.

- App State students will make up the Front Office through internships for credit and experience.
- Majority of Players will be College Players in North Carolina plus local developmental players (elite HS & adult soccer players) and former App State players who live in Boone.
- Players will be provided housing during the NPSL Season through a partnership or home stay program.
- Annual Operating Budget projected at \$80,000 in initial pro-forma.
- Primary Revenue Streams are Sponsorship, Ticket Sales & Merchandise. Soccer Biz opportunities include Tryouts & Camp Revenue.
- All Strategic Partners are committed to \$5,000 sponsorship per year for their business(es)



<b>Appalachian FC 2020/2021 Budget</b>			
Assumptions for purpose of Budget			
NPSL 6 Home & 6 Away Games			
Host Boone Kickoff Tourney (2 Doubleheaders)			
1 Home Friendly			
Advance: \$10 Adult/ \$5 Youth/ \$5 Group			
Season Seats: \$300 (Beer Garden)/ \$200 Field Side/ \$100 Adult/ \$75 Youth			
Game Day: \$10 All Tickets			
	<b>Ramp Up</b>	<b>Year One</b>	
<b>Revenue</b>	<b>2020</b>	<b>2021</b>	<b>Comments</b>
Sponsorship Cash	\$0	\$25,000	Traditional Sponsorship Campaign
Sponsorship Contra-Revenue (Trade)	\$2,500	\$20,000	Standard Trade Campaign (expenses included below)
Partner Sponsorship	\$0	\$50,000	Partners committed to \$5k per year
Field Side Seats	0	\$6,000	Sell 30 at \$200
Beer Garden Seats	0	\$0	TBD// Sell 20 at \$300 (FREE Beer// Beer Stein is Ticket)
Season Seats Adult	\$2,000	\$4,000	\$100 Adult (20 in '20/ 40 in '21)
Season Seats Youth	\$1,500	\$3,000	\$75 Youth (20 in '20/ 40 in '21)
Corporate Package (1 Jersey, 4 seasons)	0	\$5,000	Sell 10 Companies: \$500 per package
Sponsor A Player	\$0	\$0	TBD// \$1,000 x 11 players
Group Sales	\$0	\$3,500	100 tix * \$5 * 7 games
Online Sales	0	5250	100 per game (Ave \$7.50) per 7 games
Walk Up Sales	0	7000	100 per game (Walk Up All \$10) per 7 games
Merchandise (Online)	\$2,000	\$5,000	
Merchandise (Outlets/Community)	\$1,000	\$3,000	Community Events + Outlet Sales (if any)
Merchandise (Game Day)	0	3500	\$1 per cap x 500 fans x 7 home games
Tryouts (Gross)	2500	2500	50 Trialists x \$50
Appalachian FC Soccer Camps (Net)	0	\$0	TBD// \$8k Gross - \$5k Expenses
Appalachian FC 3v3 Tourney (Net)	\$0	\$0	TBD// Host 1 3v3 Tourney
MISC	0	1000	Shipping & Handling
US Open Cup	\$0	\$0	Need to qualify
Food & Beverage Sales	\$0	\$0	TBD on agreement with Stadium
Beer Garden	\$0	\$0	TBD on agreement with Stadium
SBA Grant/Loan	\$0	\$0	N/A (Hopefully)
City of Boone Support	\$0	\$5,000	Boone Kickoff Tourney
2022 Pre-Paid Season Seats	\$0	\$0	TBD// 20 x \$100 (Early Bird Incentive)
2022 Pre-Paid Sponsorship	\$0	\$0	TBD
Boone Kickoff Tourney (Net)	\$0	\$0	TBD// Revenue - Expenses
Parking	\$0	\$0	FREE Parking
Total Income	\$11,500	\$148,750	
<b>Expenses</b>	<b>2020</b>	<b>2021</b>	<b>Comments</b>
Advertising/Marketing	\$1,000	\$9,000	Xmas Campaign and Social Media Building in 2020/ Ticket Sales Marketing in 2021
Website Development	\$1,000	\$0	Design included in Branding Agency agreement
Promotional Items	\$1,000	\$1,000	
Expansion Fee	\$18,000	\$0	One Time Fee
Housing for Players	\$0	\$0	Trade with Partner or Homestay
Annual League Dues	\$6,000	\$6,000	\$5,500 in 2019
Bank Fees	\$0	\$500	Keep Minimum Balance = \$0
Bus Transportation	\$0	\$12,000	6 Away Trips (Try to Trade Out)
General Manager/ Management	\$6,000	\$24,000	\$2k per month to General Manager or Management Fees
Sponsorship Sales	\$0	\$1,000	Stipend plus Commission
Commission	\$0	\$5,000	Based on Sponsorship/GM Sales of \$50k
Game Day Ops Coordinator	\$0	\$2,000	Seasonal
Head Coach	\$0	\$6,000	4 Months
Assistant Coach #1	\$0	\$1,000	4 months
Assistant Coach #2	\$0	\$0	For Experience
Soccer Ops/Gear Coordinator	\$0	\$1,000	Stipend
Player Expense Reimbursement	\$0	\$0	

Social Media Coordinator	\$0	\$0	Intern				
Design	\$10,000	\$0	Branding Agency in 2020/ Interns in 2021				
Game Day Expenses	0	2700	9 Game Dates x \$300 per game				
Accounting Services	\$500	\$1,000	Annual Taxes, 1099s				
Legal Services	\$0	\$0	In-House				
Season Seat Fulfillment	\$0	\$2,000	Gifts for Season Seat Holders				
Meals & Entertainment	\$500	\$1,500					
Merchandise	\$2,500	\$5,000	Cash/Trade Deal for Tshirts				
Office Supplies	\$500	\$500					
Office Business Expense	\$500	\$500					
Printing	\$500	\$1,000	Trade Sponsorship				
Quickbooks	\$120	\$480	\$40 per month				
Player Registration	\$0	\$0	Limit to 26 Players				
Sales Tax	\$455	\$3,150	7% of Taxable Revenue				
Stadium Staffing	0	\$2,700	9 Games				
Stadium Rent	\$0	\$7,000	Try to Trade out				
Stadium Signage	0	5000	Trade Sponsorship				
Stadium Deposit	\$0	\$0					
Stadium Supplies	0	500	Sanitizer, MISC				
Storage	0	\$1,200	\$100 per month (try to get partner to provide)				
Team Gear	\$0	\$5,000	Trade Sponsorship				
Officials	\$0	\$3,600					
Team Supplies	\$500	\$500					
Medical Services	\$0	\$5,000	Trade Sponsorships				
Staff Gear	\$1,000	\$2,500	Trade Sponsorships				
Travel Meals	\$0	\$6,000					
US Open Cup	0	0					
Post Game Visiting Team Meal	\$0	\$1,000	Trade Sponsorship				
Post Game Team Meals	\$0	\$2,500	Trade Sponsorship				
End of Year Party	\$0	\$1,000	Try to Trade out				
Kickoff Party	\$0	\$1,000	Try to Trade out				
Visiting Team Hotel	\$0	\$2,500	Trade Sponsorship				
Website/Email/Security	\$200	\$600					
Training Field Rental	\$0	\$0	Part of Stadium Agreement				
Sponsor Fulfillment	\$0	\$5,000					
Charitable Donations	\$0	\$2,500	TBD				
Phone System	\$0	\$0					
Shipping	\$500	\$1,000					
MISC	\$500	\$1,000					
Total Expenses	\$51,275	\$143,430					
Projected PnL	-\$39,775	\$5,320					
Starting Capital	\$80,000	\$34,325					
End of Year Capital	\$40,225	\$39,645					

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**AGENDA ITEM 6:**

**TAX MATTERS**

*A. Monthly Collections Report*

**MANAGER'S COMMENTS:**

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

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

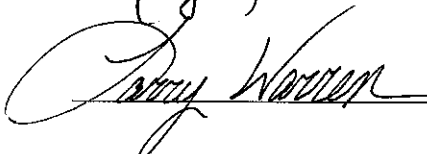
**Monthly Collections Report****Watauga County**

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 October 2020

	<u>Current Month Collections</u>	<u>Current Month Percentage</u>	<u>Current FY Collections</u>	<u>Current FY Percentage</u>	<u>Previous FY Percentage</u>
<b><u>General County</u></b>					
Taxes 2020	2,657,000.35	9.73%	11,716,010.23	32.21%	27.78%
Prior Year Taxes	37,104.64		175,515.68		
Solid Waste User Fees	178,712.87	8.68%	784,125.69	29.36%	24.78%
Green Box Fees	39.54	NA	282.82	NA	NA
<b>Total County Funds</b>	<b>\$2,872,857.40</b>		<b>\$12,675,934.42</b>		
<b><u>Fire Districts</u></b>					
Foscoe Fire	26,746.13	8.20%	174,834.54	36.67%	31.84%
Boone Fire	69,602.63	9.89%	264,638.33	29.31%	25.74%
Fall Creek Service Dist.	821.86	11.32%	3,245.57	32.67%	22.18%
Beaver Dam Fire	7,703.97	9.81%	34,824.77	31.55%	29.64%
Stewart Simmons Fire	14,792.98	7.67%	74,797.02	29.56%	25.84%
Zionville Fire	12,948.27	13.56%	35,991.33	30.85%	29.00%
Cove Creek Fire	17,703.88	9.51%	78,029.63	31.61%	28.60%
Shawneehaw Fire	6,921.13	9.28%	34,509.86	34.33%	33.86%
Meat Camp Fire	15,646.81	9.17%	63,967.90	29.38%	26.77%
Deep Gap Fire	15,016.07	10.13%	54,293.25	28.67%	26.17%
Todd Fire	4,429.33	10.17%	22,749.29	36.67%	30.50%
Blowing Rock Fire	29,534.66	8.73%	185,618.08	37.39%	32.75%
M.C. Creston Fire	622.19	12.78%	1,919.25	30.31%	20.09%
Foscoe Service District	4,280.73	7.40%	21,565.26	28.59%	25.35%
Beech Mtn. Service Dist.	461.83	28.69%	518.82	31.13%	26.69%
Cove Creek Service Dist.	12.20	3.76%	12.20	3.76%	3.76%
Shawneehaw Service Dist	696.72	12.09%	1,787.69	26.28%	28.86%
	<b>\$227,119.53</b>		<b>\$1,050,057.22</b>		
<b><u>Towns</u></b>					
Boone	437,626.14	9.29%	1,762,363.95	29.18%	20.90%
Municipal Services	5,475.92	5.67%	44,428.04	32.58%	20.77%
Boone MV Fee	NA	NA	NA	NA	NA
Blowing Rock	NA	NA	NA	NA	NA
Seven Devils	NA	NA	NA	NA	NA
Beech Mountain	NA	NA	NA	NA	NA
<b>Total Town Taxes</b>	<b>\$443,102.06</b>		<b>\$1,806,791.99</b>		
<b>Total Amount Collected</b>	<b>\$3,543,078.99</b>		<b>\$15,532,783.63</b>		

 Tax Collections Director

 Tax Administrator



**AGENDA ITEM 6:**

**TAX MATTERS**

***B. Refunds and Releases***

**MANAGER'S COMMENTS:**

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

10/30/2020 15:05  
Larry.Warren

WATAUGA COUNTY  
RELEASES - 10/01/2020 TO 10/30/2020

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1638505 BR DEVELOPMENT GROUP LLC 3050 PEACHTREE RD NW STE 370 ATLANTA, GA 30305	RE 2020	28503	10/29/2020			0 F05	926.08
				F05		G01	4,390.69
	TAX RELEASES				7575		
	PARCEL SPLIT AND SHOULD HAVE BEEN DEACTIVATED						5,316.77
1776890 BROWN, INGRID P.O. BOX 247 ZIONVILLE, NC 28698	RE 2020	30344	10/30/2020			0 F06	73.30
				F06		G01	590.80
	TAX RELEASES				7559	SWF	80.00
	PARCEL SHOULD HAVE BEEN DEACTIVATED						744.10
1600246 CARTER, MICHAEL J CARTER, PARIS G 12624 AMBER AVE CLERMONT, FL 34711	PP 2019	80	10/30/2020			0 G01	36.27
				C05		G01L	3.63
	TAX RELEASES				7557		
	SOLD HOME IN 2018						39.90
1600246 CARTER, MICHAEL J CARTER, PARIS G 12624 AMBER AVE CLERMONT, FL 34711	PP 2020	1150	10/30/2020			0 G01	36.27
				C05		G01L	3.63
	TAX RELEASES				7558		
	SOLD HOME IN 2018						39.90
1784837 DAMAMI INC PO BOX 1580 BOONE, NC 28607	PP 2020	241	10/30/2020			0 C02	187.99
				C02		G01	184.78
	TAX RELEASES				7563	C02L	18.80
	BUSINESS CLOSED 2019					G01L	18.48
						410.05	
1513820 DIVELLO, JOHN M. & FRANCES C. PO BOX 234 MATTITUCK, NY 11952	RE 2020	45088	10/30/2020			0 F12	97.30
				F12		G01	784.24
	TAX RELEASES				7561		
	PARCEL SHOULD HAVE BEEN DEACTIVATED						881.54
1513820 DIVELLO, JOHN M. & FRANCES C. PO BOX 234 MATTITUCK, NY 11952	RE 2020	45089	10/30/2020			0 F12	43.90
				F12		G01	353.83
	TAX RELEASES				7562		
	PARCEL SHOULD HAVE BEEN DEACTIVATED						397.73
1052455 FLETCHER, MELVIN 1248 MABEL SCHOOL RD ZIONVILLE, NC 28698-9487	RE 2020	30687	10/30/2020			0 F06	58.20
				F06		G01	469.09
	TAX RELEASES				7566	SWF	80.00
	PARCEL SHOULD HAVE BEEN DEACTIVATED						607.29

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Larry.Warren

WATAUGA COUNTY  
RELEASES - 10/01/2020 TO 10/30/2020

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1810589 GOODMAN, JOEL A 1200 GULF BLVD PH 203 CLEARWATER, FL 33767	RE 2020 1950-73-2802-000 TAX RELEASES ADJUSTED BECAUSE OF INCORRECT DATA	9691	10/30/2020	C05	7565	221,600	G01	893.05
1568009 HARMON, RACHEL CANNON 200 T E CANNON DRIVE  BANNER ELK, NC 28604	RE 2020 1952-20-5197-000 TAX RELEASES PARCEL SHOULD HAVE BEEN DEACTIVATED	27081	10/30/2020	F04	7556	0	F04 G01 SWF	30.30 244.22 80.00 <hr/> 354.52
1761809 HIGI SH LLC C/O PARADIGM TAX GROUP PO BOX 800729 DALLAS, TX 75380	PP 2020 1788 TAX RELEASES LISTED ON TIME	411	10/30/2020	C02	7564	0	C02L G01L	.50 .50 <hr/> 1.00
1728950 KFJ LIMITED PARTNERSHIP 195 DEERFIELD RD  MOUNT GILEAD, NC 27306	RE 2020 2858-44-8474-000 TAX RELEASES From CAMA Integration	29289	10/20/2020	F05	7572	93,800	F05 G01	79.73 378.01 <hr/> 457.74
1628279 NARDI, JOSEPH PO BOX 193  SUGAR GROVE, NC 28679	RE 2020 1962-52-0179-000 TAX RELEASES PARCEL SHOULD HAVE BEEN DEACTIVATED	34453	10/30/2020	F07	7573	0	F07 G01	8.50 68.51 <hr/> 77.01
1628279 NARDI, JOSEPH PO BOX 193  SUGAR GROVE, NC 28679	RE 2020 1962-52-1432-000 TAX RELEASES PARCEL SHOULD HAVE BEEN DEACTIVATED	34456	10/30/2020	F07	7574	0	F07 G01	17.60 141.86 <hr/> 159.46
1119742 PHILLIPS, CONLEY W AND MARY N 242 S PINE RUN ROAD  BOONE, NC 28607	PP 2020 142635800 TAX RELEASES only owns mh&vehicle no longer owns camper	3302	10/30/2020	F10	7560	1,000	F10 G01	.50 4.03 <hr/> 4.53
1569343 SHERMAN, JEFF D SHERMAN, PHYLLIS L 2017 HARTWICKE PLACE  CHARLOTTE, NC 28270	PP 2019 457 TAX RELEASES sold home in 2018	150	10/30/2020	C05	7570	0	G01 G01L	29.30 2.93 <hr/> 32.23
1569343 SHERMAN, JEFF D SHERMAN, PHYLLIS L 2017 HARTWICKE PLACE  CHARLOTTE, NC 28270	PP 2020 457 TAX RELEASES sold home in 2018	1202	10/30/2020	C05	7569	0	G01 G01L	29.30 2.93 <hr/> 32.23

10/30/2020 15:05  
Larry.Warren

WATAUGA COUNTY  
RELEASES - 10/01/2020 TO 10/30/2020

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OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE CHARGE	AMOUNT
1545039 WARREN, HAROLD MARION WARREN, LOIS DENTON 702 PLANK HOLLOW  VILAS, NC 28692	RE 2020	28224	10/20/2020			0 F04	52.45
	1954-82-0939-000			F04		G01	422.75
	TAX RELEASES				7567	SWF	80.00
	MUNIS BILLED A DEACTIVATED PARCEL						<hr/> 555.20
1545039 WARREN, HAROLD MARION WARREN, LOIS DENTON 702 PLANK HOLLOW  VILAS, NC 28692	RE 2020	28225	10/20/2020			0 F04	4.45
	1954-83-1003-000			F04		G01	35.87
	TAX RELEASES				7568		<hr/> 40.32
	MUNIS BILLED A DEACTIVATED PARCEL						
DETAIL SUMMARY	COUNT: 19	RELEASES - TOTAL				316,400	11,044.57

10/30/2020 15:05  
 Larry.Warren

WATAUGA COUNTY  
 RELEASES - 10/01/2020 TO 10/30/2020

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RELEASES - CHARGE SUMMARY FOR ALL CLERKS

YEAR	CAT	CHARGE	AMOUNT	
2019	PP	G01	WATAUGA COUNTY PP	65.57
2019	PP	G01L	WATAUGA COUNTY LATE LIST	6.56
			2019 TOTAL	72.13
2020	RE	F04	BEAVER DAM FIRE RE	87.20
2020	RE	F05	STEWART SIMMONS FIRE RE	1,005.81
2020	RE	F06	ZIONVILLE FIRE RE	131.50
2020	RE	F07	COVE CREEK FIRE RE	26.10
2020	RE	F12	BLOWING ROCK FIRE RE	141.20
2020	RE	G01	WATAUGA COUNTY RE	8,772.92
2020	RE	SWF	SANITATION USER FEE	320.00
2020	PP	C02	BOONE PP	187.99
2020	PP	C02L	BOONE LATE LIST	19.30
2020	PP	F10	DEEP GAP FIRE PP	.50
2020	PP	G01	WATAUGA COUNTY PP	254.38
2020	PP	G01L	WATAUGA COUNTY LATE LIST	25.54
			2020 TOTAL	10,972.44
			SUMMARY TOTAL	11,044.57

10/30/2020 15:05  
Larry.Warren

WATAUGA COUNTY  
RELEASES - 10/01/2020 TO 10/30/2020

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tncrpt

RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT	
C02	2020	C02	BOONE PP	187.99
C02	2020	C02L	BOONE LATE LIST	19.30
C02	2020	G01	WATAUGA COUNTY PP	184.78
C02	2020	G01L	WATAUGA COUNTY LATE LIST	18.98
		C02 TOTAL		411.05
C05	2019	G01	WATAUGA COUNTY PP	65.57
C05	2019	G01L	WATAUGA COUNTY LATE LIST	6.56
C05	2020	G01	WATAUGA COUNTY PP	958.62
C05	2020	G01L	WATAUGA COUNTY LATE LIST	6.56
		C05 TOTAL		1,037.31
F04	2020	F04	BEAVER DAM FIRE RE	87.20
F04	2020	G01	WATAUGA COUNTY RE	702.84
F04	2020	SWF	SANITATION USER FEE	160.00
		F04 TOTAL		950.04
F05	2020	F05	STEWART SIMMONS FIRE RE	1,005.81
F05	2020	G01	WATAUGA COUNTY RE	4,768.70
		F05 TOTAL		5,774.51
F06	2020	F06	ZIONVILLE FIRE RE	131.50
F06	2020	G01	WATAUGA COUNTY RE	1,059.89
F06	2020	SWF	SANITATION USER FEE	160.00
		F06 TOTAL		1,351.39
F07	2020	F07	COVE CREEK FIRE RE	26.10
F07	2020	G01	WATAUGA COUNTY RE	210.37
		F07 TOTAL		236.47
F10	2020	F10	DEEP GAP FIRE PP	.50
F10	2020	G01	WATAUGA COUNTY PP	4.03
		F10 TOTAL		4.53
F12	2020	F12	BLOWING ROCK FIRE RE	141.20
F12	2020	G01	WATAUGA COUNTY RE	1,138.07
		F12 TOTAL		1,279.27
		SUMMARY TOTAL		11,044.57

**AGENDA ITEM 7:**

**NC DEPARTMENT OF ENVIRONMENTAL QUALITY AND CUSTOMER SERVICE**  
**“BACKYARD COMPOSTING GRANT” APPLICATION REQUEST**

**MANAGER’S COMMENTS:**

Mr. Cole Kiziah, Recycling Coordinator, will request authorization from the Board to apply for grant funding from the North Carolina Department of Environmental Quality and Customer Service, “Backyard Composting Grant”.

Overall Project Cost: \$13,899.80

Total Backyard Composting Proposed Grant Request: \$11,140.24

Total Cost for County: \$2,759.56

The grant deadline was before the November 17<sup>th</sup> meeting so staff submitted the grant. Should the Board wish not to participate in the grant, staff can withdraw the request.

Staff requests formal approval by the Board.

**TO:** DERON GEOUQUE, COUNTY MANAGER  
**FROM:** COLE.KIZIAH, RECYCLING COORDINARTOR  
**SUBJECT:** 2020 BACKYARD COMPOSTING GRANT  
**DATE:** OCTOBER 30, 2020  
**CC:** REX BUCK, DONNA WATSON

---

The Sanitation Department would like to apply for grand funding from the *North Carolina Department of Environmental Quality and Customer Service*, "Backyard Composting Grant". The grant would provide the county with reliable composting containers that would be used at residential households to recycled food scraps and other organic waste. Recently, the Sanitation Recycling Department has received inquiries from within the county about composting. This grant would allow us to better serve our community by offering access to a 100% recycled composting bin. This would not only improve our waste diversion rates, it would be a great way for the county to let its people know we are interested in helping each other and reducing our global impact.

We would like to request (150x) of the Enviro World FreeGarden EARTH Compost Bins. The bins would be available free to residents of Watauga County.

**Overall Project Cost: \$13,899.80**

**Total Backyard Composting Proposed Grant Request: \$11,140.24**

**Total Cost for County: \$2,759.56**



**AGENDA ITEM 8:**

**VISTA AT TROUT LAKE SUBDIVISION PERFORMANCE GUARANTEE**

**MANAGER’S COMMENTS:**

Pursuant to Section 92 of the subdivision regulations, the developer of Vistas at Trout Lake is requesting Board of Commissioners’ approval of the attached bond, which guarantees completion of the required infrastructure and landscaping. The Planning Board approved the preliminary plat of the development on July 20th; since the project is less than 10 units, staff approves the final plat for recording (Section 81.06).

Board action is required to accept the bond for infrastructure and landscaping for Vistas at Trout Lake.

## SATCHMO & COMPANY

2489 Russ Cornett Road  
Boone, North Carolina 28607

### Performance Bond

For: Watauga County

Project: Vistas at Trout Lake

4776 Shulls Mill Road

Blowing Rock, North Carolina 28607

Project consists of 11 Town Home units on 7.447 Acres

All 11 Units are presold.

Project started mid-August 2020 and finished late summer of 2021

See attached site plan

### Breakdown of Costs are as follows:

Moretz Paving	\$46,950.00
Retaining Walls	\$ 6,100.00
Final Road Work	\$11,550.00
Landscaping	\$18,200.00
<hr/>	
Total	\$82,800.00
Watauga County 20%	\$16,560.00
 Total	 \$99,360.00

### Breakdown Costs:

Moretz Paving (see attached invoice)	\$46,950.00
--------------------------------------	-------------

### Satchmo and Company to provide and install the following:

Decorative Block Retaining Wall 150 to 180 Linear feet 3' to 4' high. 675 Retaining wall block (Color is Shadow Grey) #67 washed stone and structural fabric as recommended Labor, Equipment and Materials	\$6,100.00
---	------------

Final Road Work 120 tons of ABC Stone Culvert and catch basin Final Stabilization of disturbed areas Equipment and Labor	\$11,550.00
--	-------------

Landscaping to include: Creation of 10 parking lot planters and roadway	\$18,200.00
---	-------------

30 lg. Deciduous trees (River Birch/Maples/Flowering Cherry's) 2" to 3" Caliper  
10 Large Evergreens ( Norway's/White Pines)  
50 4'-6' Emerald Green Arborvitaes  
100 Misc. Containerized Shrubs (Rhododendron/Azaleas/Junipers/ Assorted Perennials)  
Topsoil/Mulch  
Equipment and Labor

# Western Surety Company

## POWER OF ATTORNEY - CERTIFIED COPY

Bond No. 65275498

Know All Men By These Presents, that WESTERN SURETY COMPANY, a corporation duly organized and existing under the laws of the State of South Dakota, and having its principal office in Sioux Falls, South Dakota (the "Company"), does by these presents make, constitute and appoint MARY L KACZMARCZYK

its true and lawful attorney(s)-in-fact, with full power and authority hereby conferred, to execute, acknowledge and deliver for and on its behalf as Surety, bonds for:

Principal: Steven W Moberg dba Satchmo & Company

Obligee: County of Watauga

Amount: \$1,000,000.00

and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the Vice President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said attorney(s)-in-fact may do within the above stated limitations. Said appointment is made under and by authority of the following bylaw of Western Surety Company which remains in full force and effect.

"Section 7. All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

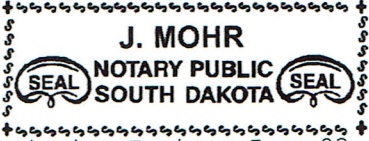
If Bond No. 65275498 is not issued on or before midnight of July 31, 2021, all authority conferred in this Power of Attorney shall expire and terminate.

In Witness Whereof, Western Surety Company has caused these presents to be signed by its Vice President, Paul T. Bruflat, and its corporate seal to be affixed this 30th day of October, 2020.

STATE OF SOUTH DAKOTA }  
COUNTY OF MINNEHAHA } ss

WESTERN SURETY COMPANY  
Paul T. Bruflat  
Paul T. Bruflat, Vice President

On this 30th day of October, in the year 2020, before me, a notary public, personally appeared Paul T. Bruflat, who being to me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of WESTERN SURETY COMPANY and acknowledged said instrument to be the voluntary act and deed of said corporation.



J. Mohr  
Notary Public - South Dakota

My Commission Expires June 23, 2021

I the undersigned officer of Western Surety Company, a stock corporation of the State of South Dakota, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable, and furthermore, that Section 7 of the bylaws of the Company as set forth in the Power of Attorney is now in force.

In testimony whereof, I have hereunto set my hand and seal of Western Surety Company this 30th day of October, 2020.

WESTERN SURETY COMPANY  
Paul T. Bruflat  
Paul T. Bruflat, Vice President

To validate bond authenticity, go to [www.cnasurety.com](http://www.cnasurety.com) > Owner/Obligee Services > Validate Bond





# Western Surety Company

## PERFORMANCE BOND

Bond Number: 65275498

KNOW ALL PERSONS BY THESE PRESENTS, That we Steven W Moberg dba Satchmo & Company of 2489 Russ Cornett Rd, Boone, NC 28607, hereinafter referred to as the Principal, and Western Surety Company, as Surety, are held and firmly bound unto County of Watauga of 126 Popular Grove Rd, Boone, NC 28607, hereinafter referred to as the Oblige, in the sum of Ninety-Nine Thousand Three Hundred Sixty and 00/100 Dollars (\$ 99,360.00), for the payment of which we bind ourselves, our legal representatives, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has entered into a contract with Oblige, dated the 30 day of October, 2020, for Vistas at Trout Lake - Roads and Landscaping

NOW, THEREFORE, if the Principal shall faithfully perform such contract or shall indemnify and save harmless the Oblige from all cost and damage by reason of Principal's failure so to do, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

ANY PROCEEDING, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

NO RIGHT OF ACTION shall accrue on this Bond to or for the use of any person or corporation other than the Oblige named herein or the heirs, executors, administrators or successors of the Oblige.

SIGNED, SEALED AND DATED this 30th day of October, 2020.



Steven W Moberg dba Satchmo & Company  
(Principal)

By [Signature] (Seal)

Western Surety Company  
(Surety)

By Mary L Kaczmarczyk (Seal)  
MARY L KACZMARCZYK Attorney-in-Fact



# Western Surety Company

## PAYMENT BOND

Bond Number: 65275498

KNOW ALL PERSONS BY THESE PRESENTS, That we Steven W Moberg dba Satchmo & Company  
 \_\_\_\_\_ of  
2489 Russ Cornett Rd, Boone, NC 28607, hereinafter  
 referred to as the Principal, and \_\_\_\_\_ Western Surety Company,  
 as Surety, are held and firmly bound unto County of Watauga  
 of 126 Popular Grove Rd, Boone, NC 28607, hereinafter  
 referred to as the Obligee, in the sum of Ninety-Nine Thousand Three Hundred Sixty and 00/100  
 Dollars (\$99,360.00), for the payment of which we bind ourselves, our legal representatives, successors  
 and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has entered into a contract with Obligee, dated 30 day of October,  
2020, for Vistas at Trout Lake - Roads and Landscaping

copy of which contract is by reference made a part hereof.

NOW, THEREFORE, if Principal shall, in accordance with applicable Statutes, promptly make payment to all  
 persons supplying labor and material in the prosecution of the work provided for in said contract, and any and all  
 duly authorized modifications of said contract that may hereafter be made, notice of which modifications to  
 Surety being waived, then this obligation to be void; otherwise to remain in full force and effect.

No suit or action shall be commenced hereunder

- (a) After the expiration of one (1) year following the date on which Principal ceased work on said contract it  
 being understood, however, that if any limitation embodied in this bond is prohibited by any law  
 controlling the construction hereof such limitation shall be deemed to be amended so as to be equal to  
 the minimum period of limitation permitted by such law.
- (b) Other than in a state court of competent jurisdiction in and for the county or other political subdivision of  
 the state in which the project, or any part thereof, is situated, or in the United States District Court for the  
 district in which the project, or any part thereof, is situated, and not elsewhere.

The amount of this bond shall be reduced by and to the extent of any payment or payments made in good faith hereunder.

SIGNED, SEALED AND DATED this 30th day of October, 2020.



Steven W Moberg dba Satchmo & Company  
(Principal)

By [Signature] (Seal)

Western Surety Company  
(Surety)

By Mary L Kaczmarczyk (Seal)  
MARY L KACZMARCZYK Attorney-in-Fact

**AGENDA ITEM 9:**

**PARKS AND RECREATION MATTERS**

***A. Request for Floor Protection System and Bench Runners for Community Recreation Center***

**MANAGER'S COMMENTS:**

After extensive research, Mr. Stephen Poulos will request the Board accept the bid proposal from Blankenship Associates, Inc. in the amount of \$25,063.33 for protective floor covering for the gyms at the new community recreation center.

Board approval is required to accept the proposal as presented.





# Watauga County Parks and Recreation

231 Complex Drive • Boone, NC 28607

Phone : (828) 264-9511

Fax : (828) 264-9523



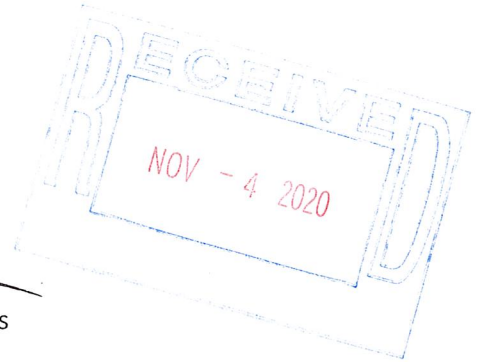
## M E M O

To: Mr. Deron Geouque, *County Manager*  
 Watauga County Board of Commissioners

From: Stephen J. Poulos, *Director*

Subject: Request for Purchase of Floor Protection System & Bench Runners

Date: Wednesday, November 4, 2020



After extensive research, we are requesting and recommending that the county accepts the bid proposal from Blankenship Associates, Inc. This company provided our tip and roll bleachers in the new Watauga Community Recreation Center, as well as the protection wall and beam padding. Throughout this process, we have met with their representatives on numerous occasions, viewed & sampled the product, and compared it with other industry examples. We feel strongly that Blankenship Associates, Inc. will provide and protect our investment with the floor padding protection (for half of the gym), and team bench mats.


The bid proposal packet is attached for your review. The complete cost including all fees, taxes, delivery, and installation is \$ 25,063.33.

To ensure that we can get all of the equipment ordered, delivered, and installed, we are requesting a board confirmation for purchase at your November 17, 2020.



# Request for Purchase Order

P.O. Number:

P.O. Date:	11-4-2020
Prepared By:	Keron J Poteat
Department Head:	
Department:	Watauga County Parks & Recreation
Bill / Ship to:	231 Complex Drive, Boone NC 28607

\* Purchase orders are due in to the Finance Office by 5:00 p.m. every Friday.

Print Form

## Vendor Information:

Vendor #:	27129
Company:	Blankenship Associates, Inc
Address:	PO Box 30425
City, State:	Raleigh, NC
Zip/Postal Code:	27622

\* List all freight, handling or miscellaneous charges in description column.

Account Number	Description	Quantity	Unit Price	Amount
49-6120469109	Court Armor Rolls	14,445	\$0.87	\$12,567.15
49-6120469109	Armor Racking System	3	\$1,932.00	\$5,796.00
49-6120469109	Armor Rak Power Winder & Wand	1	\$735.57	\$735.57
49-6120469109	Court Armor Team Bench Runners	200	\$9.72	\$1,944.00
49-6120469109	Vinyl Graphic WCPR Logo	7	\$185.85	\$1,300.95
49-6120469109	Vinyl Graphic WCPR Logo	1	\$371.70	\$371.70
49-6120469109	Freight & Installation	1	\$2,347.96	\$2,347.96
<b>Sub-total</b>				<b>\$25,063.33</b>
<div style="border: 1px solid black; padding: 5px;"> <b>Comments:</b>                      See attached quote from Blankenship Associates, Inc.                 </div>				
<b>Grand Total</b>				<b>\$25,063.33</b>

If over \$15,000.00, date approved by Board of County Commissioners: \_\_\_\_\_



## Blankenship Associates, Inc.

# Proposal

To: Ms. Keron Poteat  
Watauga County Recreation Dept.

Re: Watauga County Rec Center - Floor Protection

Date: ~~10-15-20~~  
Revised 11-03-20

Sales Rep: Traci Smith

Contact Info: 919-787-1346

Please accept this final proposal for the Court Armor and Side Armor per our discussions. I have enjoyed working through this process with you and look forward to upfitting your facility with these products in the near future. Thank you for confirming the final dimensions for me today. If you have any additional questions, please do not hesitate to call.

Quantity	Description	List	Net	Subtotal
13872	CAR6CL - Court Armor rolls 6' Wide, 17 Rolls at 6' x 136'. Color: Charcoal Coverage: 102' x 136' (Total 13872 SF)	\$ -	0.87	\$ 12,068.64
573	CAR6CL - Court Armor Rolls 6' Wide, 2 Rolls @ 6' x 47'8". Color: Charcoal Coverage: 12' x 47'8" Location: Center of Gym (572 SF Total)	\$ -	0.87	\$ 498.51
3	CAARS - Armory Racking System - Holds up to 7,000 SF per rack (one currently on-site)	\$ -	1,932.00	\$ 5,796.00
31	CAC425 - 4" Hook Seaming Tape for Court Armor Rolls (25 yds ea.) - included at no additional cost	\$ -	-	\$ -
1	CARPW - Armory Rak Power Winder	\$ -	573.56	\$ 573.56
17	15" Velcro Winding Wand - Red	\$ -	9.53	\$ 162.01
200	CASA - Court Armor Side Armor - 8 Runners @ 4' x 25' with Round Corners - 200LF (Logo Placement Approval Required before production)	\$ -	9.72	\$ 1,944.00
1	CAG1 - Vinyl Graphic 1st print Logo: Watauga County Park and Rec.	\$ -	371.70	\$ 371.70
7	CAG2 - Vinyl Graphic - Additional prints Logo: Watauga County Park and Rec.	\$ -	185.85	\$ 1,300.95
1	Freight	\$ -	1,167.96	\$ 1,167.96
1	Unloading, Initial Installation on Carts and Training (all in one trip) - see below	\$ -	-	\$ -
	<b>Material</b>			\$ 23,883.33
	<b>Installation</b>			\$ 1,180.00
	<b>Subtotal</b>			\$ 25,063.33
	<b>Sales Tax</b>			\$ 1,691.77
	<b>Total</b>			\$ 26,755.10

P.O. Box 30425 Raleigh, North Carolina 27622 919 787 1346 Fax 919 783 8874 blankenshipassociates.com  
8925 Saint Croix Lane Charlotte, North Carolina 28277 Tel/Fax 704 321 1062

WPF Corporation

**AGENDA ITEM 9:**

**PARKS AND RECREATION MATTERS**

***B. Proposed Opening Plan for Community Recreation Center***

**MANAGER'S COMMENTS:**

Per Commissioner direction, staff has prepared an opening plan for the new community recreation center. The plan provides three (3) options for the Board's consideration. Option 1 is to open the facility only for the Watauga High School Swim Team. Option 2 is opening the facility for the WHS Swim Team and the general public. Option 3 would keep the facility closed until COVID 19 restrictions are lifted to allow for 50% capacity or higher of the facility.

Staff seeks Board direction.



# WATAUGA COUNTY

OFFICE OF THE  
COUNTY MANAGER

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

## MEMORANDUM

TO: Board of Commissioners

FROM: Deron Geouque  
County Manager

SUBJECT: Community Recreation Center Discussion

DATE: November 3, 2020

Per Commissioner request, staff has developed three (3) options for consideration regarding the opening of the community recreation center.

	Date of Opening	Restrictions	Staff	Hours of Operation	Expense	Revenue
Option 1 Watauga High School Swim Team Only	12/1/2020	Current COVID-19 Restrictions and NCHSAA Guidelines and Protocols	4 Guards Nov. 30 To Jan. 30, 2021	<u>M-F</u> 8:00 AM 5:00 PM	\$27,321	\$0
Option 2 Open at 30% Capacity	1/18/2021	Current COVID-19 Restrictions per the Governor's Executive Order and NCDHHS Guidance	January To June 2021 Staffing Costs	<u>M-W-F</u> 6:00 AM 8:00 PM <u>T-TH-Sat</u> 8:00 AM 8:00 PM <u>Sun</u> 12 noon 5:00 PM	\$187,000	30% of Budgeted Amount or \$63,000
Option 3 Open at 50% Capacity	TBD	COVID-19 Restrictions per the Governor's Executive Order and NCDHHS Guidance	April To June 2021 Staffing Costs	<u>M-W-F</u> 6:00 AM 8:00 PM <u>T-TH-Sat</u> 8:00 AM 8:00 PM <u>Sun</u> 12 noon 5:00 PM	\$102,000	50% of Budgeted Amount or \$52,500

**Option 1**

Facility opens to the Watauga High School Swim Team **only** on December 1, 2020 Monday, Tuesday, Thursday, Friday 3:30 PM to 5:00 PM and Wednesday from 3:00 PM to 5:00 PM. Two (2) lifeguards and one (1) custodial position would be necessary to cover the swim practice. No county testing/screening will be conducted. Coaches are required to follow NCHSAA guidelines and protocols to ensure athletes' safety. County would require athletes to sign COVID19 waiver. No other programs offered. Locker rooms closed and family changing rooms utilized. The facility would operate from 8:00 AM to 5:00 PM. Estimated cost is \$27,321. Zero revenues received.

**Option 2**

Facility opens to the Watauga High School Swim Team and public under the current COVID19 restrictions limiting capacity to thirty percent (30%). Facility would open to Swim Team on December 1, 2020 and the rest of the facility would open on January 18, 2021, approximately two (2) months from notice to open to hire & train facility staff. Occupancy based on percentages established through the Health Department and NCDHHS guidelines. Locker rooms closed. List of modified programs included in the opening plan. No childcare service provided. Limited access with the potential for patrons to be turned away due to capacity levels. Estimated cost is \$187,000 based on six (6) months of operations. \$63,000 in revenues based on thirty percent (30%) of budgeted revenues for a six-month period.

**Option 3**

Facility opens to the Watauga High School Swim Team on December 1, 2020 and remains closed to the public until COVID19 restrictions are lifted to allow for at least fifty percent (50%) or higher capacity. Require approximately two (2) months from notice to open at higher capacity to hire & train facility staff. Occupancy based on percentages established through the Health Department and NCDHHS guidelines. Locker rooms closed. List of modified programs included in the opening plan. No childcare service provided. Increased access for patrons reducing the potential to be turned away due to capacity. Estimated cost is \$102,000 based on three (3) months of operations. \$52,500 in revenues based on fifty percent (50%) of budgeted revenues for a three-month period.

**Summary**

Options 2 and 3 are subject to change based on more or less COVID19 restrictions being imposed or reduced. The initial plan for opening the facility would occur once COVID19 restrictions allowed for fifty percent (50%) occupancy. The reason for opening the facility at 50% capacity was threefold. First, the County wanted to review and monitor other facilities and the impact COVID19 restrictions were having on their operations since this is a new facility with no operational history to base projections. Second, patrons being turned away due to capacity levels. Third, the prospect to reach projected budgeted revenues was higher.

There are slight differences in the operational costs to open the facility at 30% and 50% capacity. One major factor is the amount of months the facility will be open at 30% or 50% capacity. Right now, we know the amount of months at 30% but 50% is unknown until restrictions are lifted to allow for the higher capacity. In addition, due to the delayed opening, the 30% and 50% capacities are more manageable from a budgetary perspective.

Staff has provided the best conservative estimates on revenues possible with no historical data. However, should revenues not be met, staff would reduce programming and utilize contingency funds to cover any shortfall. All options have been discussed and reviewed with the Health Department and adhere to NCDHHS guidelines. Staff recommends that if the facility is open to the High School Swim that the rest of the facility be open as well.

Staff seeks direction from the Board.



# Watauga Community Recreation Center

111720 BCC Meeting



# Opening Plan for 2020/21





# WATAUGA COMMUNITY RECREATION CENTER OPENING

**(Tentative) Monday, January 18th, 2021**

## What Will Open:

- ◆ Aquatic Center
- ◆ Weight Room
- ◆ Cardio Equipment
- ◆ Fitness Classes
- ◆ Open Gym Sports
- ◆ Youth Clinics
- ◆ Adult Indoor Sports
- ◆ Holiday Programs
- ◆ Senior Art Classes
- ◆ Home School Classes

## Our COVID-19 Commitment

Watauga County is dedicated to providing a safe and socially aware environment for all members & visitors to the WCRC. Your patience & understanding as we have navigated through this process is appreciated. Our staff is committed to following & adhering to CDC, NC Department of Health & Human Services, the governor, and local governance guidance for your protection & comfort.

## WCRC Hours

Monday, Wednesday, Friday	6 a.m.—8 p.m.
Tuesday, Thursday, Saturday	8 a.m.—8 p.m.
Sunday	12 noon—5 p.m.

## Pre-Opening Tours

We will begin offering facility tours prior to our Grand Opening. Sign up [HERE](#) to reserve your space.

## Membership & Daily Fee Schedule

Please click [here](#) to visit our website for membership fees, as well as program information. We are excited to welcome you to the Watauga Community Recreation Center.

## Visitor's Guide

- ◆ Sign COVID-19 and facility liability waiver
- ◆ Maintain 6 feet distance between other members
- ◆ Respect capacity limitations
- ◆ Wipe down equipment before and after use
- ◆ Scan in & out of the facility during each visit
- ◆ Wear a mask when not engaged in physical activity
- ◆ Come "workout" ready

231 Complex Drive, Boone, NC

828.264.9511



# WATAUGA COMMUNITY RECREATION CENTER OPENING

## COVID-19 PROCEDURES & PROTOCOLS

*Watauga County Parks & Recreation has developed these policies, procedures, and protocol based upon recommendations from the NCDHHS, the CDC, as well as state and local government.*

### General Program Information

#### Hours of Operation

Mon/Wed/Fri	6 am – 8 pm
Tue/Thur/Sat	8 am – 8 pm
Sunday	12 pm – 5 pm

### General Facility Procedures & Protocol

- If you are running a fever at or above 100.4 and/or have any onset COVID-like or flu-like symptoms, please stay home.
- Dress appropriately before you arrive. We are promoting a "workout ready" environment.
- Please bring your personal items, towel, water bottle, membership ID card and your face covering. Cloth face coverings should be worn at gyms, exercises facilities and fitness facilities, at all times except when strenuously exercising.
- For the safety of members and staff some amenities will be limited or suspended.
- We are unable to offer childcare for members at this time.
- Expect reduced capacity. To ensure proper social distancing, all classes and areas will have a limited capacity.
- Because of reduced capacity, if you wish to participate in a fitness class, you must reserve a slot for the time and class. If you do not notify WCP&R within 24 hours and are a "no show," there will be a \$10 fee. Your membership will be suspended until the fee is paid.
- Use of the Fitness Area and Walking Track are on a first come first serve basis, dependent on the percentage allowed under the NCDHHS guidelines.
- Bring a filled water bottle. Water fountains will not be available for use.

### When you arrive at the WCRC

- Use the main entrance to enter and exit. Use appropriately marked doors. Members are counted as they enter and leave the facility to ensure we do not exceed the Emergency Maximum Capacity number.
- Members and Daily Guests are to scan/sign in and out as they leave daily in order to effectively track and trace as needed.
- Please sanitize hands before entering the facility. Several hand sanitizing stations are available throughout the building. Please wash and sanitize hands frequently.
- All members and staff unwilling to comply to the COVID transmission prevention measures will be asked to leave.
- All areas adapted to provide appropriate social distancing.
- With the provided cleaning supplies, please wipe down all equipment, weights, mats, etc. before and after use.
- Follow the physical distancing requirements by keeping at least six feet away from others whenever possible.
- Abide by all additional signage.





# WATAUGA COMMUNITY RECREATION CENTER OPENING

## COVID-19 PROCEDURES & PROTOCOLS

### Facility Set-Up

- Facility capacity is governed by 30% Emergency Maximum Occupancy using 30% of stated fire capacity in addition to limiting the number of people in any given room of the facility so that everyone can stay 6 feet apart.
- GROUP FITNESS CLASSES- are on a pre-registration basis. Visit our website to review the available class options and times at wataugacounty.org.
- OPEN GYM ATHLETICS— will open based on percentage and distancing requirements.
- BASKETBALL-- is not recommended at this time per the North Carolina Department of Health and Human Resources (NCDHHS).
- WALKING TRACK— is open with social distancing requirements.
- THE FITNESS ROOM— is open with social distancing requirements.
- AQUATIC FACILITY—is open with percentage and distancing requirements. Locker rooms and showers available to aquatic guests only at this time.
- No water fountains available throughout the facility.
- Lounge areas including chairs and tables will be removed.
- Any alterations to group sizes or quantities will be governed by NC Executive orders, the CDC and NCDHHS.

### Sanitation Guidelines

- Sanitization is the first line of defense to avoid the spread of germs. A sanitizing solution as recommended by CDC will be mixed and provided for sanitation.
- Cloth face coverings should be worn by members and staff over both the nose and mouth except during strenuous exercise.
- Frequent use of hand washing and hand sanitizing is recommended.
- Provide alcohol-based hand sanitizer (with at least 60% alcohol) at the entrance, and any other high traffic areas throughout the fitness center or gym as needed.
- Perform ongoing and routine environmental cleaning and disinfection of high-touch areas handles, sink handles, railings, keyboards, light switches, tables, game controllers and other high touch areas will be sanitized with an approved sanitizing solution per CDC guidelines and recommendations.
- Members must disinfect all shared fitness equipment prior to and at the conclusion of its use.
- Sanitation and facility cleanings will follow guidelines and recommendations set by CDC and the NCDHHS. Any other items not listed should be sanitized appropriately based on need.

### On Site Sickness Procedure

- Signage will be posted at the main entrance requesting that people Do Not Enter if they've been symptomatic with fever and/or cough.
- Members who show COVID-like or flu-like symptoms while at the WCRC, will be immediately separated and asked to leave.
- Any symptomatic employee or member should wear masks until leaving the facility. Cleaning and disinfecting procedures will be implemented hitting high-touch areas they may have come in contact with, e.g., doors, doorknobs, rails, lockers, dressing areas, front counter.



# Aquatics Plan

## Opening Recommendations for Aquatics

### Programs and Spaces available to members that this time:

- Lap Swimming One person per lane (Lane Reservation Required)
- Lap Swimming (Watauga County Swim team, two swimmers per lane per state guidelines)
- Lap Swimming (Watauga County High School, two swimmers per lane per state guidelines)
- Water fitness classes (Class sizes will be limited to 25 people)
- Locker rooms will be open only to pool users alone.

### Temporary unavailable aquatics programs:

- Swim birthday parties
- Group child swim lessons will be slatted for the beginning of 2021
- (Public Swim in Rec pool and Lap pool) Not be offered until we move to at least 50%.  
     Currently at 30% (26 people) Not cost effect and negative customer experience.  
     50% is approximately (44 people) for recreation pool.

### Cleaning tasks:

During the day lifeguards will wipe down high touch points in aquatic spaces,

Clean office areas as they use for meals.

### Good to know facts:

Check-in and Check out will be completed at the front desk.

Lap swimmer will only enter pool from shallow end useless coaching

Parents of swim team members will be required to wait outside unless they are walking in to drop off.

Equipment will be not available for lap swim or water fitness classes.

Staffing:

All aquatic staff will be wearing mask when working with the public.

Each lifeguard will be provided their own rescue mask.

Recue tubes will be cleaned after each use.

Subject to Change:

Center hours:

M/W/F 6-8

T/TH/SAT 8-8

SUN: 12-6

Lap Pool hours:

M/W/F: 6:30-7:30

T/TH/SAT: 11-7:30

SUN: 12-5:30

Recreation Pool hours

M-TH: 10-1 5-7

FRI: 10-1, 5-7

SAT: 10-11,

SUN: closed



# Athletics Plan



## ATHLETICS

### Programs that will be provided upon opening at 30% occupancy

#### Open Gym Pickleball (Year round - currently operating at OCCG)

- Limit to 8 participants per gym, with a maximum of 4 people waiting
- No Spectators
- Ball provided and sanitized between matches
- Other than balls, no sharing of equipment
- Hand sanitizer and sanitizing wipes provided
- Pre-registration recommended
- Program covered in membership fee

#### Open Gym Volleyball (Year round - SUSPENDED)

- Limit to 8 participants per court, with a maximum of 4 people waiting
- No Spectators
- Ball provided and sanitized between matches
- Hand sanitizer and sanitizing wipes provided
- Pre-registration recommended
- Program covered in membership fee

#### Open Gym Basketball (Year round - SUSPENDED)

- Limit to 6 participants per gym, with a maximum of 4 people waiting
- No Spectators
- Shooting, "Horse type games" - no contact games
- No scrimmage games allowed
- Participants must provide their own ball and no sharing
- Hand sanitizer and sanitizing wipes provided
- Pre-registration recommended
- Program covered in membership fee

#### Pickleball League (Year round - SUSPENDED)

- No Spectators
- Ball provided and sanitized between matches
- Other than balls, no sharing of equipment
- Hand sanitizer and sanitizing wipes provided

#### Beginners Pickleball (Year round - SUSPENDED)

- No Spectators
- Ball provided and sanitized between matches
- Other than balls, no sharing of equipment
- Hand sanitizer and sanitizing wipes provided

## Fall & Winter programs currently being offered

### Youth Soccer (August - October)

- Shortened Season - 8 games
- Ball provided and sanitized between games
- Hand sanitizer and sanitizing wipes provided
- Limit spectators to immediate household for games
- 60 minutes games scheduled 90 minutes apart to social distance teams/spectators
- Sanitize players before the game, between quarters and upon substitution
- Sanitize the ball before the game, at quarters and halves, and at timeouts.
- No sharing fields for practices
- Small teams when able
- Teams formed by school attended
- Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders
- Limit one parent inside during practices. Siblings not allowed in practices
- Teams/spectators not allowed on the field until 15 min prior to game time
- Only rostered players and up to 3 adult coaches allowed on team bench
- Participants, coaches and spectators should self monitor prior to attending games.
- No team snacks
- No handshakes/high fives, team meetings or gatherings following the game.

### Men's Softball (August - October)

- Shortened Season - 8 games
- Limit the number of teams per league
- Teams supply their own balls & WCPR supply wipes to sanitize between innings
- Hand sanitizer and sanitizing wipes provided in each dugout
- 60 minutes games scheduled 90 minutes apart to social distance teams/spectators
- Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders
- Teams/spectators not allowed to the field until 15 min prior to game time
- Participants, coaches and spectators should self monitor prior to attending games.
- No handshakes/high fives, team meetings or gatherings following the game.

### Co-ed Softball (August - October)

- Shortened Season - 8 games
- Limit the number of teams per league
- Teams supply their own balls & WCPR supply wipes to sanitize between innings
- Hand sanitizer and sanitizing wipes provided in each dugout
- Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders

Teams/spectators not allowed to the field until 15 min prior to game time  
Participants, coaches and spectators should self monitor prior to attending games.  
No handshakes/high fives, team meetings or gatherings following the game.

### **Co-ed Volleyball (October - November)**

Shortened Season - 8 games  
Limit the number of teams per league  
Ball provided and sanitized between games  
Hand sanitizer and sanitizing wipes provided  
Limit to the number of spectators per participant  
60 minutes games scheduled 90 minutes apart to social distance teams/spectators  
Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders  
Teams/spectators not allowed inside the gym until 15 min prior to game time  
Participants, coaches and spectators should self monitor prior to attending games.  
No handshakes/high fives, team meetings or gatherings following the game.  
Waiver and sign-in sheet for spectators  
Limit to 30% occupancy for spectators = 98 people (minimum)

### **Winter programs that may be offered, based on NFHS Guidelines and local and state government & health officials guidelines.**

#### **Junior Hornets Girls Basketball (October - mid December - POSTPONED)**

Shortened Season - 8 games  
Must be able to use school gyms for practices  
Ball provided and sanitized between games  
Hand sanitizer and sanitizing wipes provided  
Limit spectators to immediate household for games  
60 minutes games scheduled 90 minutes apart to social distance teams/spectators  
Sanitize players before the game, between quarters and upon substitution  
Sanitize the ball before the game, at quarters and halves, and at timeouts.  
No sharing gyms for practices  
Small teams when able (limit to 8 per team)  
Teams formed by school attended  
Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders  
Limit one parent inside during practices. Siblings not allowed in practices  
Teams/spectators not allowed inside the gym until 15 min prior to game time  
Only rostered players and up to 3 adult coaches allowed on team bench  
Participants, coaches and spectators should self monitor prior to attending games.  
No team snacks



No handshakes/high fives, team meetings or gatherings following the game.

Waiver and sign-in sheet for spectators

Limit to 30% occupancy for spectators = 98 people (minimum)

### **Junior Hornets Boys Basketball (December - early March - POSTPONED)**

Shortened Season - 8 games

Must be able to use school gyms for practices

Ball provided and sanitized between games

Hand sanitizer and sanitizing wipes provided

Limit spectators to immediate household for games

60 minutes games scheduled 90 minutes apart to social distance teams/spectators

Sanitize players before the game, between quarters and upon substitution

Sanitize the ball before the game, at quarters and halves, and at timeouts.

No sharing gyms for practices

Small teams when able (limit to 8 per team)

Teams formed by school attended

Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders

Limit one parent inside during practices. Siblings not allowed in practices

Teams/spectators not allowed inside the gym until 15 min prior to game time

Only rostered players and up to 3 adult coaches allowed on team bench

Participants, coaches and spectators should self monitor prior to attending games.

No team snacks

No handshakes/high fives, team meetings or gatherings following the game.

Waiver and sign-in sheet for spectators

Limit to 30% occupancy for spectators = 98 people (minimum)

### **7th/8th Grade Basketball (December - early March - POSTPONED)**

Shortened Season - 8 games

Must be able to use school gyms for practices

Ball provided and sanitized between games

Hand sanitizer and sanitizing wipes provided

Limit spectators to immediate household for games

60 minutes games scheduled 90 minutes apart to social distance teams/spectators

Sanitize players before the game, between quarters and upon substitution

Sanitize the ball before the game, at quarters and halves, and at timeouts.

No sharing gyms for practices

Small teams when able (limit to 8 per team)

Teams formed by school attended

Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders

Limit one parent inside during practices. Siblings not allowed in practices

Teams/spectators not allowed inside the gym until 15 min prior to game time  
Only rostered players and up to 3 adult coaches allowed on team bench  
Participants, coaches and spectators should self monitor prior to attending games.  
No team snacks  
No handshakes/high fives, team meetings or gatherings following the game.  
Waiver and sign-in sheet for spectators  
Limit to 30% occupancy for spectators = 98 people (minimum)

### **9th-10th Grade Basketball (December - early March - POSTPONED)**

Shortened Season - 8 games  
Must be able to use school gyms for practices  
Ball provided and sanitized between games  
Hand sanitizer and sanitizing wipes provided  
Limit spectators to immediate household for games  
60 minutes games scheduled 90 minutes apart to social distance teams/spectators  
Sanitize players before the game, between quarters and upon substitution  
Sanitize the ball before the game, at quarters and halves, and at timeouts.  
No sharing gyms for practices  
Small teams when able (limit to 8 per team)  
Teams formed by school attended  
Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders  
Limit one parent inside during practices. Siblings not allowed in practices  
Teams/spectators not allowed inside the gym until 15 min prior to game time  
Only rostered players and up to 3 adult coaches allowed on team bench  
Participants, coaches and spectators should self monitor prior to attending games.  
No team snacks  
No handshakes/high fives, team meetings or gatherings following the game.  
Waiver and sign-in sheet for spectators  
Limit to 30% occupancy for spectators = 98 people (minimum)

### **Men's Basketball (November - early February - POSTPONED)**

Shortened Season - 8 games  
Limit the number of teams per league  
Ball provided and sanitized between games  
Hand sanitizer and sanitizing wipes provided  
Limit to the number of spectators per participant  
60 minutes games scheduled 90 minutes apart to social distance teams/spectators  
Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders  
Teams/spectators not allowed inside the gym until 15 min prior to game time  
Participants, coaches and spectators should self monitor prior to attending games.

No handshakes/high fives, team meetings or gatherings following the game.

Waiver and sign-in sheet for spectators

Limit to 30% occupancy for spectators = 98 people (minimum)

### **Women's Volleyball (January - mid-March)**

Shortened Season - 8 games

Limit the number of teams per league

Ball provided and sanitized between games

Hand sanitizer and sanitizing wipes provided

Limit to the number of spectators per participant

60 minutes games scheduled 90 minutes apart to social distance teams/spectators

Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders

Teams/spectators not allowed inside the gym until 15 min prior to game time

Participants, coaches and spectators should self monitor prior to attending games.

No handshakes/high fives, team meetings or gatherings following the game.

Waiver and sign-in sheet for spectators

Limit to 30% occupancy for spectators = 98 people (minimum)

### **Men's Volleyball (January - mid-March)**

Shortened Season - 8 games

Limit the number of teams per league

Ball provided and sanitized between games

Hand sanitizer and sanitizing wipes provided

Limit to the number of spectators per participant

60 minutes games scheduled 90 minutes apart to social distance teams/spectators

Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders

Teams/spectators not allowed inside the gym until 15 min prior to game time

Participants, coaches and spectators should self monitor prior to attending games.

No handshakes/high fives, team meetings or gatherings following the game.

Waiver and sign-in sheet for spectators

Limit to 30% occupancy for spectators = 98 people (minimum)

### **Youth Volleyball (February - considering a December program)**

Short season with 6 games and 2 weeks of preseason practices

All practices and games at OCCG or WCRC

Ball provided and sanitized between games

Hand sanitizer and sanitizing wipes provided

Limit spectators to immediate household for games

45 minutes games scheduled 75 minutes apart to social distance teams/spectators

Sanitize players before the game and upon substitution



Sanitize the ball before the game and at timeouts.  
No sharing gyms for practices  
Small teams when able (limit to 8 per team)  
Teams formed by school attended  
Coaches and spectators encouraged to wear face covers in accordance with NC Governors Orders  
Limit one parent inside during practices. Siblings not allowed in practices  
Teams/spectators not allowed inside the gym until 15 min prior to game time  
Only rostered players and up to 3 adult coaches allowed on team bench  
Participants, coaches and spectators should self monitor prior to attending games.  
No team snacks  
No handshakes/high fives, team meetings or gatherings following the game.  
Waiver and sign-in sheet for spectators  
Limit to 30% occupancy for spectators = 98 people (minimum)

### **Youth Basketball Clinics (November - December)**

Clinic based with scrimmage games  
Wash pennies between clinics and don't share during session  
One ball per person during drills  
Limit drills that require sharing a ball or close contact  
Limit 1 guardian inside during clinics; no siblings  
Sanitize balls regularly during the clinic  
Wet wipes and sanitizer available  
Waiver and sign-in sheet for spectators  
Limit to 30% occupancy for spectators = 98 people (minimum)

### **Youth Pickleball (Postponed)**

Clinic based - 3/4 instruction, 1/4 matches  
4 to 6 week season, 2 times per week  
Limited number of participants  
Limit to 1 guardian for clinics  
Limit spectators to immediate household for matches  
Wet wipes and sanitizer available  
Sanitize paddles and balls regularly  
Waiver and sign-in sheet for spectators  
Limit to 30% occupancy for spectators = 98 people (minimum)

### **Afterschool Athletics (During school year - POSTPONED)**

Clinic Based  
Limit the number of participants based on occupancy and indoor restrictions  
Wait until school is back in full session and center is open

Offer low contact athletic programs including pickleball, aerobics, running, volleyball  
No spectators

Evening Program
Day and Evening
Daytime Program



# Fitness Plan

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Fitness Classes/Instructor	30%	50%	Items Needed
Patron Information	<p>Inform patrons of reservation protocol and that they are to come dressed to workout, bringing their own water bottle, mats, and anything else they require.</p> <p>Recommend Masks be worn unless they are doing strenuous exercise.</p>	<p>Inform patrons of reservation protocol and that they are to come dressed to workout, bringing their own water bottle, mats, and anything else they require.</p> <p>Recommend Masks be worn unless they are doing strenuous exercise.</p>	
Check In/Out	<p>Check to make sure class has enough to be offered per 30% guidelines.</p> <p>Patrons sign in daily for class, time in and time out.</p> <p>Arrive 30 minutes prior to class start time.</p>	<p>Check to make sure class has enough to be offered per 50% guidelines.</p> <p>Patrons sign in daily for class, time in and time out.</p> <p>Arrive 30 minutes prior to class start time.</p>	
Procedures	<p>All patrons to remain at least 6 feet apart during program, no exceptions.</p> <p>Communicate with WCRC staff should exercise space require special markings, spacing of equipment, etc.</p> <p>Instructor to also remain at least 6 feet apart from the patrons at all times.</p> <p>When class ends, patrons are to not loiter and leave promptly.</p> <p>Instructor to clean the space as needed.</p>	<p>All patrons to remain at least 6 feet apart during program, no exceptions.</p> <p>Communicate with WCRC staff should exercise space require special markings, spacing of equipment, etc.</p> <p>Instructor to also remain at least 6 feet apart from the patrons at all times.</p> <p>When class ends, patrons are to not loiter and leave promptly.</p> <p>Instructor to clean the space as needed.</p>	<p>To be determined per class and dependent on where class is held, gym v. multipurpose room.</p>
Employees	<p>Recommend masks while dealing with public before and after class.</p> <p>If directed to quarantine by the health department, advise supervisor and follow medical personnel directions.</p>	<p>Recommend masks while dealing with public before and after class.</p> <p>If directed to quarantine by the health department, advise supervisor and follow medical personnel directions.</p>	<p>Gloves, masks, hand sanitizer, wipes.</p>



# Front Desk Plan



Front Desk Operation	30%	50%	Items Needed
Equipment/supplies	Floor markers – social distancing Cleaning - front desk and commonly used equipment ie: pens, etc between patrons. Plexiglass shields at workstations. Supply hand sanitizer.	Floor markers – social distancing Cleaning - front desk and commonly used equipment ie: pens, etc between patrons. Plexiglass shields at workstations. Supply hand sanitizer.	Disinfectant wipes Hand sanitizer Workstation shields (have)
Check In/Out	Reduce congestion at front (one way in/one way out) Add check out station at front door in order to effectively keep track of number of patrons inside building.	Reduce congestion at front (one way in/one way out) Add check out station at front door in order to effectively keep track of number of patrons inside building.	Scanner, computer & table or workstation
Procedures	COVID precautions signage posted. All patrons and staff unwilling to comply with the posted COVID transmission prevention measures will be asked to leave. No one in facility without a purpose. No loitering etc! Implement pool, fitness, gym procedures as set by programmers.	COVID precautions signage posted. All patrons and staff unwilling to comply with the posted COVID transmission prevention measures will be asked to leave. No one in facility without a purpose. No loitering etc! Implement pool, fitness, gym procedures as set by programmers.	COVID signage
Childcare	Closed	Closed	
Employees	Recommend masks while dealing with public at front. Wear gloves when dealing directly with patrons or their personal items. Pre-check before scheduled to work. Be conscious of symptoms. If directed to quarantine by the health department, advise supervisor and follow medical personnel directions.	Recommend masks while dealing with public at front. Wear gloves when dealing directly with patrons or their personal items. Pre-check before scheduled to work. Be conscious of symptoms. If directed to quarantine by the health department, advise supervisor and follow medical personnel directions.	Masks and gloves for employees



# Special Pops Plan

# SPECIAL POPULATIONS PROGRAMMING FOR REMAINDER OF 2020

PROGRAM	DATES/TIME	CAPACITY	C-19 RESTRICTIONS/CONCERNS/NEEDS	SAFE TO HOST?
<u>Home School PE</u> <i>1-hr session of age appropriate PE. Curriculum based upon age.</i>	Beginning @ WCRC Opening M, W @ 10 am	25/class meeting	<b>Frequent sanitizing. Poly spots for social distancing. Individual supplies as needed. Masks recommended.</b> <b>COVID Supplies: Sanitizer, disinfectant wipes, poly spots</b> Staff: 1FT + 1PT or 2PT	YES  NOT HELD DUE TO CENTER NOT BEING OPEN FOR PROGRAMMING
<u>Home School Art</u> <i>1-hr session of age appropriate art. Curriculum based upon age.</i>	Beginning @ WCRC Opening W @ 11:15 am	25/class meeting	<b>Frequent sanitizing. Poly spots for social distancing. Individual supplies as needed. Masks recommended.</b> <b>COVID Supplies: Sanitizer, disinfectant wipes, poly spots</b> Staff: 1FT + 1PT OR 2PT	YES  NOT HELD DUE TO CENTER NOT BEING OPEN FOR PROGRAMMING
<u>Senior Art &amp; Activity Classes</u> <i>1-hr session of art and/or activity.</i>	Beginning @ WCRC Opening M, W @ 2 pm	10/activity meeting	<b>No field trips at this time. Social distance and space participants out at tables, chairs. High risk population. Individual art supplies; disinfecting all common areas after session. Masks highly recommended.</b> <b>COVID Supplies: Sanitizer, disinfectant wipes, poly spots</b> Staff: 1FT + 1 PT	YES  NOT HELD DUE TO CENTER NOT BEING OPEN FOR PROGRAMMING
<u>Senior Prom</u> <i>2-hr program featuring music, food, dancing for sr population.</i>	November 19 5-7 pm <ul style="list-style-type: none"> <li>• Friendsgiving Theme</li> <li>• App Ski Mtn Food</li> <li>• Self DJ</li> </ul>	25 total	<b>Serving food, dancing. Will it be too difficult to distance and clean areas? High risk population. Center open?</b> \$150 for food & decorations \$10/person x 25 ppl = \$250 revenue Multi-purpose room Staff: 1FT + volunteers	YES  NOT HELD DUE TO CENTER NOT BEING OPEN FOR PROGRAMMING.
<u>Trunk-or-Treat in the Parking Lot</u> <i>2 hr. Trunk-or-Treat in the parking lot. Pumpkin carving contest (pre-done)</i>	October 29 5-7 pm <ul style="list-style-type: none"> <li>• Trunk-or-treat in parking lot</li> <li>• Prize for best trunk</li> </ul>	60 cars spaced out in front lot of WCRC. Limit trick-or-treaters entering the lot to maintain social distancing.	<b>Cars will be set at every other spot. Masks recommended for "trunkers."</b> <b>Will be over 50 ppl for outdoor gathering. Recommended?</b> <b>COVID Supplies: Hand sanitizer</b> Prize(s) for best trunk and best pumpkin Staff: 1FT + 1PT + volunteers	YES?  OFFERED & HELD WITH GREAT SUCCESS!
<u>Breakfast with Santa</u> <i>1-hr program featuring breakfast with Santa. Pictures, prizes, food, and music.</i>	December 5 8-11 am <ul style="list-style-type: none"> <li>• Breakfast by ASM</li> <li>• Toy donations for Santa</li> <li>• Pictures for sale</li> <li>• Quick craft</li> </ul>	20/session	<b>Serve individual meals. Will Santa have to wear a mask? Disinfect common areas between sessions.</b> \$240 for PT salaries & supplies \$10 x 60 ppl = \$600 Multi-purpose room/Lobby/Child care room Staff: 2FT + Santa	YES



# SPECIAL POPULATIONS PROGRAMMING FOR REMAINDER OF 2020

PROGRAM	DATES/TIME	CAPACITY	C-19 RESTRICTIONS/CONCERNS	SAFE TO HOST?
<u>Parking Lot Christmas Parade</u> <ul style="list-style-type: none"> <li>Drive-thru only event</li> <li>Families remain in cars</li> <li>Parade exhibits set for viewing</li> </ul>	December 6th 5-7 pm	30 campers/day	<p style="color: red;">Cars will be set at every other spot. Masks recommended for display vehicles/people.</p> <p style="color: green;">Prize(s) for best exhibit &amp; display</p> <p>Staff: FT/PT + volunteers</p>	YES
<u>Holiday Camp</u>	December 21, 22, 23, 29, 30 M-F 730-330	30 campers/day	<p style="color: red;">Frequent sanitizing. Poly spots for social distancing. Individual supplies as needed. Masks recommended.</p> <p style="color: green;">\$150 for food &amp; decorations \$50/day x 30 campers x 5 days = \$7,500 revenue</p> <p style="color: green;">Multi-purpose room, gym, pool as available</p> <p>Staff: 1FT + 3 PT = \$2,000</p>	YES
<u>Special Olympics</u> <i>1-1.5-hr practice, clinic, fitness time for SO athletes, coaches, and volunteers.</i>	September-December TH 9-10 am	10 total/activity	<p style="color: red;">Per SONC, can begin on 9/8/20. No competition. Practices, clinics, and fitness only. Virtual meetings &amp; activities. High risk population. Disinfect equipment during practice as needed. Center open?</p> <p>Staff: 1FT + volunteers</p>	YES  CURRENTLY RUNNING WITH SUCCESS. OUTDOORS ONLY.
<u>Specialized Recreation Art &amp; Activity Sessions</u> <i>1-hr program featuring art and/or healthy activities for specialized recreation clients.</i>	Beginning @ WCRC Opening TH 2-3 pm	10/activity meeting	<p style="color: red;">No field trips. Art &amp; health classes only. Social distance &amp; clean areas. High risk population. Individual supplies. Disinfect common areas after session. Center open?</p> <p>Staff: 1FT + volunteers</p>	YES  NOT HELD DUE TO CENTER NOT BEING OPEN FOR PROGRAMMING

# SPECIAL POPULATIONS PROGRAMMING: SUPPLEMENTAL CHILD CARE

PROGRAM	DATES/TIME	CAPACITY	C-19 RESTRICTIONS/CONCERNS	SAFE TO HOST?
<p><u>Supplemental Child Care</u>  <i>10-hr childcare session to provide assistance to working parents. Afternoon start to allow for remote learning at home.</i></p> <p><u>Program Fee</u>  <i>\$50/day</i>  <i>Sign up through RecTrac</i></p> <p><u>Potential Revenue</u>  <i>\$50 x 30 children = \$1,500</i></p> <p><b>WEEKLY REVENUE: \$1,500</b></p>	<p>Beginning @ WCRC                      Opening                      W 730-530</p>	<p>30 participants/                      day</p>	<p><b>Frequent sanitizing. Poly spots for social distancing. Individual supplies as needed. Masks recommended. Follow childcare protocol as set by CDC, NCDHHS, state and local governance. COVID Supplies: Sanitizer, disinfectant wipes, poly spots</b></p> <p><u>Program Expenses</u>  <u>Supplies</u>                      Art &amp; food supplies = \$50/week</p> <p><u>Staff: 1FT + 3PT</u>                      \$10 x 3 employees x 10 hrs = \$300</p> <p><b>WEEKLY EXPENSE: \$350 (+ FT staff time)</b></p>	<p style="text-align: center;">YES</p> <p style="text-align: center;">NOT HELD DUE TO CENTER NOT BEING OPEN FOR PROGRAMMING</p>



# Capacity Restrictions Percentages



## WCRC Capacity Restrictions per State &amp; Health Department Governance (as of 11/2/20)

AREA	OCC	SF	30%	50%
Track & Cardio	202	10,076	60	101
Spin Room	17	851	5	8
Fitness Area	119	5,904	35	59
Pool Spectator Seating*	266	950	31* CLOSED	>31
Competition Pool**	1-p/lane 2-ppl/lane ST	3,592	6 12	6 12
Leisure Pool***	62	3,060	26	35
Women's Locker Room	16	789	4 CLOSED	8
Men's Locker Room	17	737	5 CLOSED	8
Blue/Saltwater Room(s)	25/27	364/397	7/8	12/13
Portable Bleachers	25/set	—	7	12
Lobby Lounge	34	509	10	17
Child Care	24	359	8 CLOSED	12 CLOSED
Multipurpose Room	93	1,385	27	46

OCC and SF based on Clarknexsen architectural drawings

\* Based on Health Dept. note of 3.3%/100SF

\*\* Based on NC Governor Pool Guidance

\*\*\* Based on NC Health Dept. Guidance



<b>PROGRAM</b>	<b>MAX CAPACITY</b>	<b>REC CAPACITY</b>	<b>NCDHHS GUIDELINES</b>
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Open Gym Pickleball	12p/gym court 8p waiting	8p/court 4p waiting 2 Dbls cts	<ul style="list-style-type: none"> <li>• Low Risk</li> <li>• Ltd w/social distance</li> </ul>
Open Gym Volleyball	12/gym court 6v6 @ 100%	4v4 @ 30% 5v5 @ 50%	<ul style="list-style-type: none"> <li>• Moderate Risk</li> <li>• Ltd w/restrictions</li> </ul>
Open Gym Basketball	10/gym court 10p waiting	3v3 @ 30% 4v4 @ 50%	<ul style="list-style-type: none"> <li>• High Risk</li> <li>• Not Recommended</li> </ul>
Fitness Classes	50p/gym court	15p @ 30% 24p @ 50%	<ul style="list-style-type: none"> <li>• Maintain at least 6ft between members</li> </ul>

### **OPEN GYM & OPEN FITNESS PROGRAMS GUIDELINES**

- ◆ Hand sanitizing stations will be available.
- ◆ Masks recommended unless engaged in strenuous activity.
- ◆ Guests waiting to enter games will be seated on bleachers in marked spaces.
- ◆ Sports equipment will be sanitized to minimize potential viral spread.
- ◆ For Open Gym Sports activities, at least 2 gym courts will be available to allow for maximum usage. For example, if the Open Gym Pickleball is slated for Tuesdays from 6-8 p.m., 2 gym courts would be used to allow for the set up of 4 pickleball courts (16 people).
- ◆ Yoga participants must bring their own equipment & mats.
- ◆ Group fitness participants will be spaced at a minimum of 7 ft.
- ◆ All guests will sign in and out, as well as sign the COVID-19 WAIVER.



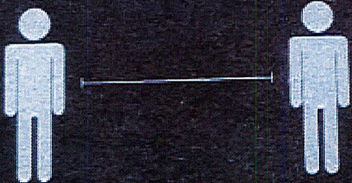
# TAKE PRECAUTIONS



WASH YOUR HANDS



AVOID TOUCHING  
YOUR FACE



PRACTICE SOCIAL DISTANCING

# THANK YOU!

PLAY IT SMART



KEEP 6' APART





# COVID-19 Waiver

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

**WAIVER OF LIABILITY: CORONAVIRUS/COVID-19**

WARNING: The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is reported to be extremely contagious. The state of medical knowledge is evolving, but the virus is believed to spread from person-to-person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. People reportedly can be infected and show no symptoms and therefore spread the disease. The exact methods of spread and contraction are unknown, and there is no known treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and even death. While Watauga County has taken all reasonable precautions to provide a safe environment, Watauga County cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in activities sponsored by Watauga County. It is not possible to prevent against the presence of the disease. Therefore, if you choose to engage in the activities covered by this Waiver, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

ASSUMPTION OF RISK & REPRESENTATION: I have read and understood the above warning concerning COVID- 19. I hereby choose to accept the risk of contracting COVID-19 for myself and/or my children in order to enter on, participate, spectate or, in any way, be part of any activity, program and/or business located on Watauga County property, and further agree to refrain from engaging in any such activity (or keep my child(ren) from doing so) if I (or my child(ren), as the case may be) are experiencing symptoms of COVID-19 including, but not limited to running a high temperature.

These activities are of such value to me (and/or to my children,) that I accept the risk of being exposed to, contracting, and/or spreading COVID-19 in order to participate in person (if applicable: "rather than arranging for an alternative method of enjoying the same services virtually (e.g. videoconference)).

WAIVER OF LAWSUIT/LIABILITY: I hereby forever release and waive my right to bring suit against Watauga County and its officers, directors, managers, officials, trustees, agents, employees, or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to my participation in the above identified activities. I understand that this waiver means I give up my right to bring any claims including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claim I may have to seek damages, whether known or unknown, foreseen or unforeseen. I understand and agree that the law of the State of North Carolina will apply to this contract.

I HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS RELEASE, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE:

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

Print Name: \_\_\_\_\_ Minor's Name: \_\_\_\_\_

[ ] check here if signing as parent or legal guardian



# WCRC Fees & Scholarship Scale



## MEMBERSHIPS & FEE STRUCTURE FOR THE WATAUGA COUNTY COMMUNITY RECREATION CENTER

### Membership Category Descriptions

<u>Individual</u>	One adult person age 18 or better.	\$35/month
<u>*Household</u>	Up to two adults permanently residing at the same address with their children through the age of 18. (Children under the age of 2 are free.)	\$70/month
<u>Senior Adult</u>	One adult person age 62 or better.	\$20/month
<u>Youth</u>	Ages 2-17. For the young person that does not fall under a household membership.	\$20/month

*\*Proof of address is required. (Driver's license, bank statement, voided check, or utility bill.)*

*All paid memberships include fitness classes, open gym activities, aquatics classes. Specialty programming may require additional costs.*

### Watauga County Resident Fee Structure

<u>Membership</u>	<u>Daily</u>	<u>Monthly</u>	<u>Annually</u>	<u>One-Time Initiation Fee</u>
Individual	\$10	\$35	\$350	\$20
Household	\$20	\$70	\$700	\$40
Senior (62+)	\$6	\$20	\$200	\$20
Youth	\$6	\$20	\$200	\$20
Dry Ticket	\$4	—	—	—
Card Replacement Fee	—	—	—	\$10

### Non-Resident Fee Structure

<u>Membership</u>	<u>Daily</u>	<u>Monthly</u>	<u>Annually</u>	<u>Initiation/Renewal Fee</u>
Individual	\$15	\$53	\$530	\$30
Household	\$30	\$105	\$1,050	\$60
Senior (62+)	\$9	\$30	\$300	\$30
Youth	\$9	\$30	\$300	\$30
Dry Ticket	\$4	—	—	—
Card Replacement Fee	—	—	—	\$10



**WATAUGA COUNTY PARKS AND RECREATION**  
 Scholarship Application  
*(To be completed by parent or guardian)*



**What is a scholarship?**

A scholarship is a reduced scale for Watauga County Parks and Recreation programs and activities, based on a financial need. Scholarships apply to most programs or activities with the exception of:

- Facility Rental Fees
- Late Fees
- Adult Athletic Team or Player Fees
- Summer Day Camp or Dance Camp
- Programs of \$10 or Less

**How to apply for a scholarship?**

1. Simply complete the WCP&R Scholarship Application.
2. Attach current federal tax return materials to substantiate annual income. Approval will not be considered without proper documentation.
3. Applicants will be notified within three business days regarding their scholarship status. The applicant is responsible for registering for the desired program or activity. Scholarship application and/or approval is separate from registration. Once approval is granted, any remaining fee must be paid, and registration completed in order for participation in any class, clinic, program, or activity. Classes or programs that are full or cancelled may not be available regardless of the scholarship status. The scholarship application will not hold a reservation for any class, clinic, program or activity with limited registration spots. The registration is not considered complete until after the scholarship is approved, and any balance is paid in full. The scholarship application must be completed at least three business days before the deadline in order to insure that the applicant has a chance to pay the balance in full prior to the program start.
4. Must bring all information to:
 

Watauga County Parks & Recreation  
 231 Complex Drive, Boone, NC 28607  
 (P) 2828.254.9511 (F) 828.264.9523  
 Email: watco.parks@watgov.org

**Who is eligible to apply for a scholarship?**

- Scholarships are available to Watauga County residents for recreation programs only. Scholarships are based on the number of immediate family members in the household and their combined income from all sources.
- Income is calculated on gross income (before deductions from taxes, insurance premiums, social security, and other employee deductions). Income should include net income from self-employment, social security, public assistance, alimony, child support payments, regular contributions from people not living in the same household, and monetary compensation for services such as wages, salary, commission and all other cash income.

*All information contained on the application is strictly confidential. Class instructors, coaches, and*

**WATAUGA COUNTY PARKS AND RECREATION**  
 Scholarship Application  
*(To be completed by parent or guardian)*



Last Name \_\_\_\_\_ First \_\_\_\_\_  
 Street Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Watauga Co Res? \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

*List all immediate family members in your household. Immediate family members include only parents and children. This does NOT INCLUDE grandparents, grandchildren, cousins, aunts, uncles, etc.*

Number in family residing at the above address: \_\_\_\_\_

Name	Birthdate (month/year)	Name	Birthdate (Month/year)

**TO BE COMPLETED BY WCP&R STAFF**

Household Member	Federal Income Tax	DSS Support	Cumulative Amount
Head of Household	\$ _____	\$ _____	\$ _____
Spouse	\$ _____	\$ _____	\$ _____
Other:	\$ _____	\$ _____	\$ _____
		<b>TOTAL MONTHLY INCOME</b>	\$ _____

**INTERNAL USE ONLY:**

Approved % of Scholarship Reduction \_\_\_\_\_ By \_\_\_\_\_ Date \_\_\_\_\_

*I give permission to Watauga County Parks and Recreation Department to contact the necessary agents to verify information on this application. I also understand that deliberate misrepresentation of information negates the scholarship consideration. I hereby certify that all of the above information is true and correct to the best of my knowledge and belief:*

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*All information contained on the application is strictly confidential. Class instructors, coaches, and program leaders are not informed of participant's scholarship status.*

## Watauga County Recreation Center Fee Reduction Scale \*

Household Size	10%	Reduced Fee	Pay 25%		Reduced Fee	Pay 50%		Reduced Fee	Pay 75%		Reduced Fee	Pay 100%
	Up To		From	To		From	To		From	To		
1	\$ 12,490	<b>\$ 3.50</b>	\$ 12,491	\$ 16,643	<b>\$ 8.75</b>	\$ 16,644	\$ 20,796	<b>\$ 17.50</b>	\$ 20,797	\$ 24,948	<b>\$ 26.25</b>	\$ 24,949
2	\$ 16,910	<b>\$ 7.00</b>	\$ 16,911	\$ 22,539	<b>\$ 17.50</b>	\$ 22,540	\$ 28,168	<b>\$ 35.00</b>	\$ 28,169	\$ 33,797	<b>\$ 52.50</b>	\$ 33,798
3	\$ 21,330	<b>\$ 7.00</b>	\$ 21,331	\$ 28,423	<b>\$ 17.50</b>	\$ 28,424	\$ 35,516	<b>\$ 35.00</b>	\$ 35,517	\$ 42,609	<b>\$ 52.50</b>	\$ 42,610
4	\$ 25,750	<b>\$ 7.00</b>	\$ 25,751	\$ 34,319	<b>\$ 17.50</b>	\$ 34,320	\$ 42,888	<b>\$ 35.00</b>	\$ 42,889	\$ 51,457	<b>\$ 52.50</b>	\$ 51,458
5	\$ 30,170	<b>\$ 7.00</b>	\$ 30,171	\$ 40,215	<b>\$ 17.50</b>	\$ 40,216	\$ 50,260	<b>\$ 35.00</b>	\$ 50,261	\$ 60,305	<b>\$ 52.50</b>	\$ 60,306
6	\$ 34,590	<b>\$ 7.00</b>	\$ 34,591	\$ 46,111	<b>\$ 17.50</b>	\$ 46,112	\$ 57,632	<b>\$ 35.00</b>	\$ 57,633	\$ 69,153	<b>\$ 52.50</b>	\$ 69,154
7	\$ 39,010	<b>\$ 7.00</b>	\$ 39,011	\$ 51,995	<b>\$ 17.50</b>	\$ 51,996	\$ 64,980	<b>\$ 35.00</b>	\$ 64,981	\$ 77,965	<b>\$ 52.50</b>	\$ 77,966
8	\$ 43,430	<b>\$ 7.00</b>	\$ 43,431	\$ 57,891	<b>\$ 17.50</b>	\$ 57,892	\$ 72,352	<b>\$ 35.00</b>	\$ 72,353	\$ 86,813	<b>\$ 52.50</b>	\$ 86,814

\* Based on 100% Federal Poverty Guidelines 2020

**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*A. December Meeting Schedule*

**MANAGER'S COMMENTS:**

The first Board of Commissioners meeting in December will need to be moved to Monday, December 7, 2020, as new members are required to be sworn-in on the first Monday of December following the election. The meeting will recess to allow for the swearing in ceremony of the Commissioners-Elect.

Board action is requested.

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**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

***B. Proposed Student Resource Officer (SRO) for Watauga County Schools***

**MANAGER'S COMMENTS:**

The Board previously approved accepting the SRO position at the Watauga High School. The County Attorney has reviewed the proposed Memorandum of Understanding between the Watauga County Board of Education and the Watauga County Sheriff's Office.

Board action is required to accept the Memorandum of Understanding between the County and the Watauga County School System.

**MEMORANDUM OF UNDERSTANDING**  
**between**  
**Watauga County Board of Education and**  
**Watauga County Sheriff's Office for the School**  
**Resource Officer Program**

This Agreement, entered into this 13th day of November, 2020, between Watauga County Board of Education, a public body corporate organized and existing under the Constitution and laws of the State of North Carolina, hereinafter referred to as the "School Board," and the Watauga County Sheriff's Office, a law enforcement agency organized and existing under the laws of the State of North Carolina, hereinafter referred to as the "Sheriff's Office",

Witness that:

The School Board and Sheriff's Office mutually agree as follows:

**1. THAT THE SCHOOL BOARD SHALL:**

- a. Provide office space, access to telephone and internet, and basic office supplies.
- b. Develop desired schedule of work for the School Resource Officer, understanding that the School Resource Officer will comply with the Watauga County Sheriff's Office Personnel Policies as a Watauga County employee.
- c. Provide funding available, in the discretion of the School Board, for law enforcement and school safety purposes to the Sheriff's Office, including any funds received from the North Carolina Department of Public Instruction's School Safety Grants program obtained for the purpose of providing School Resource Officers from the Sheriff's Office. The funds to be provided are listed on Schedule A, which shall be updated by agreement of the parties from time to time, at least yearly, to reflect funds provided.

**2. THAT THE SHERIFF'S OFFICE SHALL:**

- a. Cause to be provided, at Sheriff's Office expense, for and on behalf of the School Board ~~three-the~~ School Resource Officers listed on Schedule B, to carry out the duties and responsibilities listed in this agreement. The School Board or their representatives will approve the officers to be assigned. Schedule B shall be updated from time to time, as necessary to reflect the number of School Resource Officers to be supplied.
- b. Assist school officials in lawfully responding to any law enforcement requests for confidential student and employee records pursuant to state law, federal law, and School Board Policy 5120 and associated procedures. ~~If-Student education records obtained by the Sheriff's Office or the School Resource Officer~~ during the course of service pursuant to this Agreement ~~the Sheriff's Office or the School Resource Officer should obtain any information pertaining to official student records shall be kept confidential and managed pursuant to section 3 of this Agreement. Nothing in-~~ this Agreement shall ~~not~~ be construed to constitute a waiver of, or to in any manner diminish the provisions for, confidentiality of student records.
- c. For the purpose of reviewing the School Resource Officer's performance as contemplated herein, allow full access to the personnel file of the School Resource Officer to the Superintendent or the Superintendent's ~~s~~ designee, provided the Resource Officer

- consents and signs a written release in accordance with N.C.G.S. 160A-168(c)(6), and provided that the information in such file is kept confidential and not further disclosed.
- d. Provide, to the extent that Sheriff’s Office resources permit, an officer to temporarily perform School Resource Officer duties on occasions that the assigned School Resource Officer is unavailable to work.

**3. STUDENT EDUCATION RECORDS**

The SRO shall comply with all applicable laws, regulations, and School Board policies, including but not limited to laws, regulations and policies regarding access to confidential student records, provided that SROs shall under no circumstances be required or expected to act in a manner inconsistent with their duties as law enforcement officers. The SRO may have access to confidential student records or to any personally identifiable information of any NCCS student, only to the extent allowed under the Family Educational Rights and Privacy Act (FERPA) and applicable School Board policies and procedures. SROs shall not automatically have access to confidential student records or personally identifiable information in those records simply because they are conducting a criminal investigation involving a student. School officials may, however, share relevant confidential student records and personally identifiable information contained in those records with SROs under any of the following circumstances:

- a) The SRO has written consent from a parent or eligible student to review the records or information in question.
- b) The principal or designee reasonably determines that disclosure to the SRO without parental consent is necessary in light of a significant and articulable threat to one or more person’s health or safety.
- c) The disclosure is made pursuant to a valid subpoena or court order, provided that advance notice of compliance is provided to the parent or eligible student so that they may seek protective action from the court, unless the court has ordered the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed.
- d) The information disclosed is “directory information” as defined by NCCSBOE Policy and the parent or eligible student has not opted out of the disclosure of directory information.
- e) The disclosure is otherwise authorized under FERPA, its implementing regulations, and applicable NCCS policies and procedures.

**4. REPORTING AUTHORITY:**

- a. For issues of school policy, the School Resource Officer will follow recommendations and coordinate activities with the administration of Watauga County Schools.
- b. For all other law enforcement duties and general supervision as per Watauga County and Watauga County Sheriff’s Office Personnel Policy, the School Resource Officer will report to the Watauga County Sheriff’s Office.

**4. TERM OF AGREEMENT:**

**This agreement shall remain in effect from November 13, 2018, until June 30, 2019, unless terminated sooner pursuant to Section 9 of this Agreement.**

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## 5. PERFORMANCE RESPONSIBILITIES:

The purpose of the School Resource Officer position is to create a safe, inviting, and engaging learning environment for all students and school staff members.

In addition to the specific duties set forth in sections 6-8 below, the general duties of the School Resource Officer shall include:

- a. Protect students, staff, visitors and property of the school.
- b. Investigate criminal activity on school property.
- c. Assist other law enforcement agencies as requested.
- d. Assist social services and mental health agencies as requested.
- e. Patrol areas of school campus as directed or needed.
- f. Assist in medical emergencies as needed.
- g. Counsel school staff in crisis prevention and intervention.
- h. Conduct informal counseling with students and families.
- i. Coordinate with school administration to ensure the appropriate delineation of roles and duties between law enforcement and school administration. As such, the School Resource Officer:
  - i. Will be trained in the legal standards governing searches and interrogations of minors by law enforcement officers pursuing criminal investigations, including the standards of juvenile *Miranda*;
  - ii. Will report issues of routine school discipline to school officials and not independently investigate issues of school discipline;
  - iii. Will not ask school officials to initiate a search or interrogation for purely law enforcement purposes;
  - iv. Will not be asked to participate in the investigation of routine school discipline by school officials unless necessary to protect the safety of persons;
  - v. Will promptly notify school officials whenever a student is questioned on school premises for a law enforcement purpose and/or when law enforcement action is taken against any student unless such notice would compromise an active investigation; further, the School Resource Officer will consult with school officials as to whether the parent(s) or guardian of a minor should be contacted with respect to any of the foregoing; and
  - vi. Will assist school officials in lawfully responding to any law enforcement requests for confidential student and employee records consistent with state and federal law.

## 6. PREVENTION:

- a. Establish positive relationships between the officer and the student population.
- b. Assist other agencies such as social services, mental health and other organizations which provide services and care to school system employees, students and families.
- c. Receive training in Conflict Resolution and Peer Mediation.
- d. Assist students and teachers through Conflict Resolution classroom activities, assemblies and informal discussion.
- e. Work with training team to conduct staff development in Conflict Resolution strategies.
- f. Assist in training students in Peer Mediation.
- g. Serve as a resource for parents and students.
- h. Maintain a crime prevention tip-line or website.

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**7. INTERVENTION:**

- a. Identify causes of violence in the schools.
- b. Educate students with respect to the consequences of violence and criminal behavior.
- c. Investigate criminal activity against school property, personnel, students and visitors.
- d. Provide and/or coordinate law enforcement at school activities.
- e. Assist local law enforcement authorities in school-related matters as requested.
- f. Serve as liaison between law enforcement and school officials, students and parents.
- g. Keep a log of activities relating to class, student and parent contacts.
- h. Review and access school security video limited to the investigation of suspected crimes.
- i. Any other duties assigned by the Watauga County Sheriff's Office.

**8. CRITICAL KNOWLEDGE, TRAINING OR CERTIFICATION:**

- a. Basic Law Enforcement training.
- b. Certified as a North Carolina Law Enforcement Officer sworn by the Watauga County Sheriff's Office.
- c. General experience in law enforcement with specialized knowledge of and/or experience in dealing with substance abuse, juvenile law and operating standards of accepted School Resource Officer procedures.
- d. Crisis Prevention and Intervention training.
- e. Successful completion of School Resource Officer Certification from the NC Justice Academy.

**9. TERM AND TERMINATION:**

(a) The term of this MOU shall begin on the 1<sup>st</sup> day of November, 2020. The parties shall review the terms of this MOU at least annually and may amend it at any time in writing and by mutual agreement.

(b) Either party may terminate this Agreement without cause on 90 days notice in writing to the other party;

(c) Either party may terminate this Agreement immediately for cause, upon giving written notice to the other party, in the event that the general counsel of the party terminating the Agreement provides a written statement that in his or her good faith legal opinion it is not legally permissible for that party to continue to substantially comply with this Agreement.

(d) In the event the School Board is dissatisfied with the performance of ~~the any~~ assigned SRO, the Board shall consult with the Watauga County Sheriff and the parties shall negotiate in good faith so as to reasonably satisfy the Board, either by improvement in the performance of the SRO or by assignment of a different officer to serve as SRO. In the event the Board remains dissatisfied despite the foregoing efforts, the Board may terminate this Agreement upon 30 days written notice.

In the event of termination, for whatever cause, the School Board shall provide funding as specified herein, prorated through the effective date of the termination.

**10. MISCELLANEOUS PROVISIONS**

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(a) Relationship of Parties. The School Board and the Sheriff's Office shall be independent contractors, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of either party be construed as employees, agents, or principals of any other party hereto. Each party maintains control over its personnel and any employment rights of personnel assigned under this MOU shall not be abridged. Each party agrees to assume the liability for its own acts or omissions, or the acts or omissions of their employees or agents, during the term of this Agreement to the extent permitted under North Carolina law. Nothing herein shall waive the right of either party or any of their respective employees to assert applicable immunities in the event of any lawsuit, including but not limited to sovereign immunity, governmental immunity, qualified immunity and/or public official immunity.

(b) Governing Law; Venue. This MOU shall be governed by the laws of the State of North Carolina. The venue for the initiation of any such action shall be Boone, North Carolina.

(c) Amendments and Modifications; Additional Policies and Procedures. This MOU may be modified or amended by mutual consent of the parties as long as the amendment is executed in the same fashion as this MOU. Notwithstanding the foregoing, the parties may develop additional policies and procedures by consent to implement this MOU, including but not limited to policies and procedures regarding reporting requirements and sharing information between the School Board and the Sheriff's Office. Further, each party may develop internal policies and procedures to implement their respective obligations under this MOU.

(d) Entire Agreement. This MOU constitutes the entire agreement between the parties and supersedes all prior agreements and understandings, whether written or oral, relating to the subject matter of this MOU.

(e) Severability. In the event that any provision of this MOU shall be invalid, illegal or otherwise unenforceable, the validity, legality, and enforceability of the remaining provisions shall in no way be affected or impaired thereby.

(f) Third Party Benefits. The services provided by the Sheriff's Office pursuant to this MOU shall not violate or in any way infringe on the rights of any third parties; provided, however, that nothing in this MOU shall be construed to create any right or remedy on the part of third parties.

(g) Counterparts. This MOU may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together constitute one and the same instrument.

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IN WITNESS WHEREOF, the parties set their hands and seals in Boone, Watauga County, North Carolina.

WATAUGA COUNTY

WATAUGA COUNTY  
BOARD OF EDUCATION

\_\_\_\_\_  
Sheriff

\_\_\_\_\_  
Chairman

ATTEST:

ATTEST:

\_\_\_\_\_  
County Manager

\_\_\_\_\_  
Superintendent

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**Schedule A: Funding Provided by the School Board**

<b><u>Fiscal Year:</u></b>	<b><u>Amount Provided:</u></b>
<b><u>FY 2020-2021</u></b>	<b><u>\$64,000</u></b> <del>72,000</del> (pro-rated for this year. It will be \$72,000 in future full fiscal years.)

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**Schedule B: School Resource Officer Assignments**

<b><u>School Year – Number of Officers:</u></b>	<b><u>Assigned School:</u></b>
<u>FY 2020-2021 – 4-SROs (change to 5)</u>	<u>[list] Watauga High School and all K-8 schools</u>

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**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*C. Review of Boards and Commissions on which Commissioners are Members*

**MANAGER'S COMMENTS:**

Per Commissioner request, staff has provided a list of Boards and Commissions for discussion regarding liaison roles or Board appointment.

## Commissioner Appointments to Boards & Commissions

### As of November 2020

Board/Commission	Member
Appalachian District Health Department	Yates
Appalachian Theatre Board of Trustees Ex-Officio Member	Wallin or Welch
AppalCART Authority	Wallin
Blue Ridge Resource Conservation & Development Area	Turnbow
Caldwell Community College & Technical Institute - Watauga Advisory Board	Welch
Children's Council	Turnbow
Child Protection Team	Kennedy
Cooperative Extension Advisory Leadership Board	Yates
Economic Development Commission (EDC)	Turnbow
Educational Planning Committee (2 appointees)	Wallin & Welch
EMS Advisory Committee	Yates
High Country Council of Governments Executive Board Rural Transportation Advisory Committee	Turnbow
Juvenile Crime Prevention Council (JCPC)	Welch
Humane Society	Turnbow
Library Board	Kennedy
Motor Vehicle Valuation Review Committee	BCC
New River Service Authority Board	Wallin
Northwest Regional Housing Authority (five-year term expires Dec. 12, 2024)	Pat Vines
POA Advisory Committee (Home & Community Care Block Grant)	Yates
Sheriff's Office Liaison	Kennedy & Turnbow
Vaya County Commissioner Advisory Board	Wallin
Social Services Advisory Board	Wallin
Watauga County Arts Council (added February 2020)	Wallin
Watauga County Fire Commission	Yates
Watauga County Personnel Advisory Committee	Welch
Watauga County Recreation Commission	Welch
Watauga Medical Center Board of Trustees	Kennedy
W.A.M.Y. Community Action	Wallin
Watauga Opportunities, Inc.	Turnbow
Workforce Development Board (WDB)	Chairman

**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*D. Boards and Commissions*

**MANAGER'S COMMENTS:**

*Appalachian Regional Library*

The Watauga County Library Board recommend the appointment of Ms. Margaret Love to the Appalachian Regional Library Board to replace Ms. Mary Reichel who has moved out of town.





October 1, 2020

Mr. John Welch, Chair  
Watauga County Board of Commissioners  
Administrative Building, Suite 205  
814 West King Street  
Boone, NC 28607

Dear Mr. Welch:

At the regular meeting of the Watauga County Library Board on September 3, 2020, members voted unanimously to recommend to Watauga County Commissioners that Margaret Love be appointed to the Appalachian Regional Library Board of Trustees to replace Mary Reichel who has moved away to Chapel Hill. Her term officially began last month in September.

Please approve the recommendation of the Watauga County Public Library Advisory Board and notify Margaret and me of her appointment. Thanks to you and all of the commissioners for your continued support of our library.

Margaret resides at 427 Dutch Creek Road, Banner Elk, NC 28604.

Sincerely,  
*Monica Caruso*  
Monica Caruso  
Watauga County Librarian

Cc: Jane Blackburn  
Director of Appalachian Regional Libraries

**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*E. Announcements*

**MANAGER’S COMMENTS:**

The Essentials of County Government course will be held virtually on the following dates:

Tract 1: December 11, 2020; January 8, 2021; February 26, 2021

Tract 2: January 22, 2021; February 25, 2021, March 23, 2021

Additional information is included in your packet. If interested in attending, please notify Anita who will assist with your registration and accommodations.

**Anita.Fogle**

**From:** UNC School of Government <announcements@sog.unc.edu>  
**Sent:** Wednesday, November 4, 2020 1:10 PM  
**To:** Anita.Fogle  
**Subject:** Register Today: Essentials of County Government (Online)

 | SCHOOL OF GOVERNMENT  
 Center for Public Leadership and Governance

# ESSENTIALS OF COUNTY GOVERNMENT



## Essentials of County Government Two offerings this winter on Zoom

Join the School of Government and the North Carolina Association of County Commissioners this winter for the first virtual *Essentials of County Government*. Newly elected officials have the opportunity to register for one of two tracks, each spanning the course of three months.

**Track 1:** December 11, 2020; January 8, 2021; February 26, 2021

**Track 2:** January 22, 2021; February 25, 2021; March 23, 2021

Participants will complete pre-work, join three interactive sessions on zoom, and receive direct advice and insight from School and Association faculty and staff during live "ask the expert" sessions. [Click here](#) for a sample agenda for the live sessions. This year's program will explore three key themes:

- Theme 1: County Government: Roles and Responsibilities
- Theme 2: Budgets, Fiduciary Duty, & Financial Condition
- Theme 3: Ethics, Conflicts of Interest, and Open Government

**Register your newly elected commissioners today.**

[Register Today](#)

*Jurisdictions are invited to bring their entire board, clerk, or manager as well.*

*Registration and payment for this course grants access for a single attendee. In order to register a group of attendees, please register each person individually. If you have questions, please contact our registration office at [registration@sog.unc.edu](mailto:registration@sog.unc.edu) or 919.966.4414.*

**AGENDA ITEM 11:**

**PUBLIC COMMENT**

**AGENDA ITEM 12:**

**BREAK**

**AGENDA ITEM 13:**

**CLOSED SESSION**

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