

## **AGENDA ITEM 2:**

### **APPROVAL OF MINUTES:**

May 13, 2021, Special Meeting (Budget Work Session)

May 14, 2021, Special Meeting (Budget Work Session)

May 18, 2021, Regular Meeting

May 18, 2021, Closed Session

MINUTES

WATAUGA COUNTY BOARD OF COMMISSIONERS

SPECIAL MEETING, THURSDAY, MAY 13, 2021

The Watauga County Board of Commissioners held a budget work session on Thursday, May 13, 2021, at 12:00 P.M. in the Commissioners' Conference Room located in the Watauga County Administration Building, Boone, North Carolina.

PRESENT:                 John Welch, Chairman  
                              Billy Kennedy, Vice-Chairman  
                              Carrington Pertalion, Commissioner  
                              Larry Turnbow, Commissioner  
                              Charlie Wallin, Commissioner  
                              Deron Geouque, County Manager  
                              Misty Watson, Finance Director

Chairman Welch called the meeting to order at 1:01 P.M.

County Manager Geouque and Finance Director Watson reviewed the proposed Fiscal Year 2021-2022 budget for Board discussion.

Board of Education Chairman Gary Childers, and members Marshall Ashcraft, Jay Fenwick, and Jason Cornett as well as staff members Dr. Scott Elliott, Dr. Stephen Martin, Ly Marze, and Jeff Trexler joined the meeting at 3:00 P.M. to review Watauga County School System budget needs.

The meeting was adjourned at 7:45 P.M.

John Welch, Chairman

ATTEST:  
Deron T. Geouque  
County Manager

**DRAFT**

MINUTES

WATAUGA COUNTY BOARD OF COMMISSIONERS

SPECIAL MEETING, FRIDAY, MAY 14, 2021

The Watauga County Board of Commissioners held a budget work session on Friday, May 14, 2021, at 9:00 A.M. in the Commissioners' Conference Room located in the Watauga County Administration Building, Boone, North Carolina.

PRESENT:                John Welch, Chairman  
                              Billy Kennedy, Vice-Chairman  
                              Carrington Pertalion, Commissioner  
                              Larry Turnbow, Commissioner  
                              Charlie Wallin, Commissioner  
                              Deron Geouque, County Manager  
                              Misty Watson, Finance Director

Chairman Welch called the meeting to order at 9:06 A.M.

County Manager Geouque and Finance Director Watson continued to review the proposed Fiscal Year 2021-2022 budget for Board discussion.

The meeting was adjourned at 9:50 A.M.

John Welch, Chairman

ATTEST:  
Deron T. Geouque  
County Manager

MINUTES

WATAUGA COUNTY BOARD OF COMMISSIONERS  
TUESDAY, MAY 18, 2021

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, May 18, 2021, at 5:30 P.M. remotely with the meeting originating in the Commissioners' Board Room located in the Watauga County Administration Building, Boone, North Carolina.

Chairman Welch called the meeting to order at 5:33 P.M. The following were present:

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

Commissioner Wallin opened with a prayer and Commissioner Turnbow led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Chairman Welch called for additions and/or corrections to the May 4, 2021, regular meeting and closed session minutes.

Chairman Welch presented the following amendments (deletions in strikethrough and additions in bold):

“Chairman Welch called for additions and/or corrections to the ~~May 4~~ **April 20**, 2021, regular meeting and closed session minutes.

Commissioner Turnbow, seconded by Commissioner Peralion, moved to approve the ~~May 4~~ **April 20**, 2021, regular meeting minutes as presented.

VOTE: Aye-4(Welch, Peralion, Turnbow, Wallin)  
Nay-0  
Absent-1(Kennedy)

Commissioner Turnbow, seconded by Commissioner Peralion, moved to approve the ~~May 4~~ **April 20**, 2021, closed session minutes as presented.

VOTE: Aye-4(Welch, Peralion, Turnbow, Wallin)  
Nay-0  
Absent-1(Kennedy)”

Commissioner Turnbow, seconded by Commissioner Pertalion, moved to approve the May 4, 2021, regular meeting minutes as amended.

VOTE: Aye-5  
Nay-0

Commissioner Turnbow, seconded by Commissioner Pertalion, moved to approve the May 4, 2021, closed session minutes as presented.

VOTE: Aye-5  
Nay-0

### **APPROVAL OF AGENDA**

Chairman Welch called for additions and/or corrections to the May 18, 2021, agenda.

County Manager Geouque requested to add discussion of the County's current State of Emergency.

Vice-Chairman Kennedy, seconded by Commissioner Pertalion, moved to approve the May 18, 2021, agenda as amended.

VOTE: Aye-5  
Nay-0

### **PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE FY 2022 PROPOSED BUDGET**

A public hearing was held to allow citizen comment on the County Manager's Recommended Budget for Fiscal Year 2022.

Vice-Chairman Kennedy, seconded by Commissioner Pertalion, moved to call the public hearing to order at 5:37 P.M.

VOTE: Aye-5  
Nay-0

The following shared comments regarding the Recommended Budget:

- Mr. Billy Ralph Winkler, Southern Appalachian Historical Association & Caldwell Community College and Technical Institute.
- Ms. Caitlin Massey, Community Care Clinic

Commissioner Wallin, seconded by Vice-Chairman Kennedy, moved to close the public hearing at 5:44 P.M.

VOTE: Aye-5  
Nay-0

County Manager Geouque presented the following amendments made to the proposed budget which were requested by the Board at Budget Work Sessions held on May 13 and May 14:

<b>Budget Change Summary</b>		
<b>General Fund</b>		
<b>Revenues</b>	<b>Expenditures</b>	
	\$900	Court Facilities Jury Commission Expense
	\$7,002	Planning & Inspections Salaries
	\$3,631	Children’s Playhouse increased from \$2,500 to \$6,131
	\$500	WeCAN/Hospitality House increased from \$2,500 to \$3,000
	\$685	Hunger Coalition increased from \$9,315 to \$10,000
	\$2,500	W.A.M.Y. increased from \$2,500 to \$5,000
	\$1,200	Watauga County Arts Council increased from \$8,800 to \$10,000
	\$(1,131)	Salaries – Governing Body not increased
	\$(15,287)	General and Liability Insurance
	<b>\$ 0</b>	<b>Net change and Overall Budget Increase</b>

Chairman Welch tabled action regarding the proposed budget until the next meeting.

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

Ms. Jennifer Greene, AppHealthCare Director, was not available to provide an update on the Coronavirus (COVID-19).

**“STATE OF REAL ESTATE” REPORT**

Mr. Patrick Morgan, President of the High Country Association of Realtors (HCAR), discussed a Housing Needs Assessment of the High Country. Mr. Morgan stated that home sales in the High Country set new records in 2020. Residential home sales were up 24.7%. The total sales value of residential homes in 2020 was up 46.9% and land sales were up 74.5%. Mr. Morgan stated that while thinking ahead the Association was concerned with availability and affordability of properties available for sale in the High Country. Properties were also selling at 99% of asking prices. In Watauga County 1,426 homes worth \$596.16 million were sold in 2020 which was 16% more homes than in 2019. Total sales value was up 41% with the median sold price at \$340,000. In December 2020 134 homes were sold at a value of \$68.3 million; however, sales continue to outpace the market availability. Inventory continued to consecutively drop each month over the past year with properties only being on the market a median of 57 days.

Mr. Michael Cooper, Shared & Regional Government Affairs Director (High Country/Near West) NC Realtors, announced a “save-the-date” of May 26, 2021, at 11:00 A.M. Mr. Cooper stated that HCAR was interested in working with partners from the four counties to fund a study through Bowen National Research which would cost approximately \$25,000 with the HCAR to pay \$10,000 and the remaining \$15,000 to be divided among the four counties in the Association; Alleghany, Ashe, Avery, and Watauga. The HCAR planned to host a meeting with Bowen at their office in Boone at 11:00 A.M. on Wednesday, May 26, 2021.

County Manager Geouque stated that if the other counties were interested, Mr. Joe Furman, Planning and Inspections/Economic Development Director, would support the study as well.

After discussion, Chairman Welch asked the County Manager to reach out to the other three counties to gage their interest in the study and encouraged everyone to keep the conversations going.

### **WATAUGA COUNTY SCHOOLS LOTTERY FUNDS REQUEST**

Ms. Ly Marze, Watauga County Schools Director of Finance, requested the release of funds from the State Education Lottery Fund. A total amount of \$75,000 was requested for the replacement of the rubber gym floor at Blowing Rock Elementary School for safety and floor integrity.

Commissioner Turnbow, seconded by Commissioner Pertation, moved to approve the release of State Education Lottery Funds for Watauga County Schools as presented by Ms. Marze.

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 April 2021. 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 April 2021 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 April 2021 as presented.

VOTE: Aye-5  
Nay-0

#### ***C. Property Tax Appeal***

Tax Administrator, Mr. Larry Warren, stated that the Board of Equalization and Review had tabled a matter regarding Carroll and Carroll Properties so that staff could obtain the opinions of the County Attorney, John Bridgers with Land Records for the Secretary of State, and Chris McLaughlin with the School of Government.

The Carroll and Carroll Properties appeal stemmed from property owners stating that a plat had been filed (which alerted staff to a misclassification) without their consent or knowledge. The consensus of the opinions received was that the County properly changed the value of the subject

property. The issue of the plat being recorded without the owner's knowledge was irrelevant. The tax office discovered that the property was misclassified and corrected the error moving forward; however, the County could not do discovery on the property for past years.

Mr. Warren read the following email from Mr. Paul Miller, attorney for the property owners:

*“Nathan has shared with me your email and conversations with him. We will not be at the meeting on the 18th. I still believe our proposal is the fair thing to do given the circumstances of our conversations at the time the present use was revoked. Sterling has always tried to work with the County and has done so many times in the past. Hopefully the Commissioners will remember that and do the right thing is this matter.”*

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to accept the decision and action taken by the Tax Department staff.

VOTE: Aye-5  
Nay-0

Commissioner Turnbow stated that the property owners could appeal to the State level.

### **CAPITAL EQUIPMENT TO CAPITAL TOWERS BUDGET AMENDMENT REQUEST**

Mr. Will Holt, Emergency Services Director, requested authorization to reallocate \$35,000 from the Emergency Communications line in the County's Capital Improvement Plan (CIP) to the Capital Outlay Towers budget line. The additional funding was requested due to the recent purchase of property in the Sampson area for a VIPER tower which would be a joint project with the North Carolina State Highway Patrol.

Vice-Chairman Kennedy, seconded by Commissioner Wallin, moved to authorize the budget amendment as presented by Mr. Holt.

VOTE: Aye-5  
Nay-0

### **MISCELLANEOUS ADMINISTRATIVE MATTERS**

#### ***A. Request for Declaration of Surplus and Sale – WCSO K-9***

County Manager Geouque stated that, in honor and memory of Deputy Logan Fox, the Sheriff's Office requested to declare his K-9 partner, Raven, as surplus and be sold to his father Mr. Tim Fox. General Statutes allow for the dog to be sold for a negotiated price by order of the Board of Commissioners. In order for staff to carry out the order, the Board must adopt a resolution and advertise the sale for ten days prior to the sale. Staff requested that Raven be declared surplus and sold for a fee of \$1.00 to Deputy Fox's father. County staff would personally pay the \$1.00 fee.



Commissioner Turnbow, seconded by Commissioner Wallin, moved to declare the Sheriff's Office K-9, Raven, as surplus, adopt the resolution, and advertise the sale for ten days. Upon completion of the ten-day advertisement, Raven would be presented to Mr. Tim Fox who would bare all future expenses related to the care of Raven.

VOTE: Aye-5  
Nay-0

***B. Vehicle Bid Award Request***

County Manager Geouque stated that bids were solicited for a 2021 Subaru Forester and 2021 4X4 pickup truck. Five companies submitted bids for the Subaru and four for the 4X4 pickup truck. Subaru of Concord and the North Carolina Sheriff's Association were the lowest responsive bidders in the amount of \$24,934 and \$24,067, respectively. The total amount, including tax and tags, was \$50,483.03. Adequate funds were available in the current fiscal year to cover the purchase.

Commissioner Turnbow, seconded by Commissioner Peralton, moved to award the bids to Subaru of Concord and the North Carolina Sheriff's Association for a 2021 Subaru Forester and 2021 Dodge Ram 1500 in the total amount, including tax and tags, of \$50,483.03.

VOTE: Aye-5  
Nay-0

***C. Boards and Commissions***

County Manager Geouque presented the following:

*Workforce Development Board*

Mr. Keith Deveraux, Director of High Country Council of Governments Work Force Development Board, requested the appointment of Ms. Jessica Auten for a term ending on June 30, 2022.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to waive the first reading and appoint Ms. Jessica Auten as a Watauga County representative on the Work Force Development Board with a term ending on June 30, 2022.

VOTE: Aye-5  
Nay-0

*Economic Development Commission*

Two terms on the Economic Development Commission were set to expire in June 2021. The terms were for three years and members were eligible to be appointed for two consecutive terms. Mr. Tim Hodges served two terms and, therefore, was ineligible for reappointment. A new appointee was needed for that position. Ms. Angela King served one term and, therefore, was eligible and willing to be reappointed.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to waive the first reading and reappoint Ms. Angela King to her second three-year term on the Economic Development Commission with the term to end June 2024.

VOTE: Aye-5  
Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to add consideration of the reappointment of Mr. Lowell Younce to the Caldwell Community College and Technical Institute (CCC&TI) Board of Trustees to the agenda.

VOTE: Aye-5  
Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to reappoint Mr. Lowell Younce to serve as a Watauga County representative on the Caldwell Community College and Technical Institute's Board of Trustees with the term to end June 2025.

VOTE: Aye-5  
Nay-0

#### ***D. Announcements***

County Manager Geouque announced that the Trustees of Caldwell Community College & Technical Institute invited the Board of Commissioners to a meeting on Wednesday, May 19, 2021, at 6:00 P.M. at the Watauga Instructional Facility on Hwy 105 Bypass, Boone NC, in the new Student Services Building.

#### ***E. Discussion of the County's State of Emergency***

County Manager Geouque presented a proposed termination of the County's current State of Emergency. The proposed termination could become effective on May 27, 2021, which would be the day after the last day of school in Watauga County.

After brief discussion, Chairman Welch tabled consideration until the next meeting.

#### **PUBLIC COMMENT**

There was no public comment.

#### **CLOSED SESSION**

At 6:18 P.M., Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-5  
Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Wallin, moved to resume the open meeting at 7:08 P.M.

VOTE: Aye-5  
Nay-0

**ADJOURN**

Commissioner Wallin, seconded by Commissioner Peralion, moved to adjourn the meeting at 7:08 P.M.

VOTE: Aye-5  
Nay-0

John Welch, Vice-Chairman

ATTEST:  
Anita J. Fogle, Clerk to the Board

**AGENDA ITEM 3:**

**APPROVAL OF THE JUNE 1, 2021, AGENDA**

**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.

**AGENDA ITEM 5:**

**PROPOSED PROCLAMATION FOR ELDER ABUSE AWARENESS DAY**

**MANAGER’S COMMENTS:**

Ms. Betsy Richards, Ms. Stevie John and Ms. Angie Boitnotte will present a proclamation declaring June 15, 2021, as “World Elder Abuse Awareness Day” in North Carolina.

Board action is requested to adopt the proclamation as presented.



## MEMORANDUM

**TO:** Deron Geouque, County Manager

**FROM:** Betsy Richards, Watauga DSS, Adult Services Supervisor

Stevie John, High Country Area Agency on Aging, Ombudsman

Angie Boitnotte, Watauga County Project on Aging, Director

**DATE:** May 24, 2021

**SUBJECT:** Request for Board of Commissioners' Recognition of World Elder Abuse Awareness Day

Please see the attached proposed Watauga County proclamation for World Elder Abuse Awareness Day on June 15, 2021.

In state fiscal year 2020, there were 30,779 reports of abuse, neglect or exploitation of vulnerable and older adults made to North Carolina's 100 County Departments of Social Services. About half of these reports were evaluated by a social worker to see if conditions in the report merited further action.

Unfortunately, national and international research shows that abuse, neglect and exploitation of vulnerable and older adults are grossly under reported. Reports are made not only by doctors and other professionals, but by family members and concerned citizens in our communities. North Carolina's vulnerable and older adults of all social, economic, racial and ethnic backgrounds may be targets of abuse, neglect or exploitation which can occur in families, long-term care facilities

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

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

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

Thank you for your consideration.

Enclosures



COUNTY OF WATAUGA

**WORLD ELDER ABUSE AWARENESS DAY  
JUNE 15, 2021  
A PROCLAMATION**

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

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

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

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

**WHEREAS**, all citizens are required under state law to report suspected abuse, neglect or exploitation to their local County Department of Social Services; and

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

**NOW, THEREFORE, BE IT PROCLAIMED** that the Watauga Board of Commissioners and the people of our great county, do hereby proclaim June 15, 2021 as Elder Abuse Awareness Day and encourage everyone to commit to build safer communities for our vulnerable adult and elderly residents.

**ADOPTED** this the 1<sup>st</sup> day of June, 2021.



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John Welch, Chairman  
Watauga County Board of Commissioners

ATTEST:

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Anita J. Fogle, Clerk to the Board

**AGENDA ITEM 6:**

**PROPOSED ECONOMIC DEVELOPMENT CAPITAL RESERVE ACCOUNT EXPENDITURE**

**MANAGER'S COMMENTS:**

The Economic Development Commission approved a funding request from the Watauga County Arts Council. The full amount requested and approved by the EDC is \$26,415. \$7,415 of the request is to be allocated from the EDC operating account and \$19,000 from the Capital Reserve Account.

Board approval is required to approve the \$19,000 due to the allocation from the Capital Reserve Account.



PO Box 404  
Boone, NC 28607  
(828)264-3082 (p)  
(828)265-8080 (f)  
TTY – Use 711  
[www.WataugaEDC.org](http://www.WataugaEDC.org)

## Memorandum

Date: May 24, 2021

To: County Manager; Board of Commissioners

From: Joe Furman 

RE: Expenditure from Economic Development Capital Reserve Account

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On May 13, 2021, the Economic Development Commission met and considered a funding request from the Watauga County Arts Council. They agreed to fund the full request, and to divide the components between the EDC operating account and the Capital Reserve Account. The portion requested from the Capital Reserve Account is \$19,000.00, to be spent as follows.

- Rebranding and new web site \$8000.00
- Tables, chairs, Computers, Event tent \$5000.00
- Establishment and operation of Summer concert series \$6000.00

Approval of this expenditure by the Board of Commissioners is requested. Thank you.

# Request for Purchase Order

P.O. Number:

P.O. Date:	May 20, 2021
Prepared By:	Joe Furman
Department Head:	
Department:	Economic Development
Bill / Ship to:	

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

[Print Form](#)

## Vendor Information:

Vendor #:	5029
Company:	Watauga County Arts Council
Address:	
State/Province:	
Zip/Postal Code:	

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

Account Number	Description	Quantity	Unit Price	Amount
10-4920-463000	Donor management system	1	\$2,400.00	\$2,400.00
"	Artist Directory	1	\$1,015.00	\$1,015.00
"	Arts Map	1	\$4,000.00	\$4,000.00
			<b>Sub-total</b>	<b>\$7,415.00</b>
			<b>Grand Total</b>	<b>\$7,415.00</b>

**Comments:**  
 Approved by Economic Development Commission 5/13/21.

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

**AGENDA ITEM 7:**

**PROPOSED COURTHOUSE COMPUTER SYSTEMS SOFTWARE LICENSE AND SUPPORT AGREEMENT**

**MANAGER'S COMMENTS:**

Ms. Amy Shook, Register of Deeds, will request Board approval of the software contract with Courthouse Computer Systems, current vendor. The contract is in the amount of \$36,225. Adequate funds have been budgeted to cover this expense.

Board action is required to approve the contract in the amount of \$36,225 with Courthouse Computer Systems for the Register of Deeds software.

## **Courthouse Computer Systems-Software License and Support Agreement**

THIS AGREEMENT made by and between Courthouse Computer Systems, Inc. ("Licensor") and the Watauga County Register of Deeds office ("Licensee").

The "Agreement" covers data conversion, licensing, software support website maintenance, and microfilm conversion for a contract period of July 1, 2021 through June 30<sup>th</sup> 2022 as outlined below:

### **1. Definitions**

1.1. "Designated Environment" means the computer equipment currently in place in the office.

1.2. "Error" means a material failure of the Software to function in conformity with the Specifications.

1.3. "Licensed Copies" means the number of copies of the Software being licensed to the Licensee.

1.4. "Location(s)" means the Licensee office at 842 West King Street, Boone, NC 28607.

1.5. "Office" means the Watauga County Register of Deeds office.

1.6. "Software" refers to any of the supported software modules defined in section two of this Agreement.

### **2. Software Modules Included**

1. Document Recording and Cashiering
2. Document Indexing
3. Document Retrieval
4. Document Imaging
5. Internet Document Retrieval
6. Fee Reporting
7. Vital Records Management
8. Marriage License Issuance
9. Online Marriage Application (both Internet and Office Kiosk)
10. Image Redaction
11. E-Recording
12. User Accounting-including support of escrow accounts
13. Fraud Alert Notification System

Functionality incorporated within these software modules includes, but is not limited to:

1. The ability to easily export records in the system to an ASCII text file format to ensure forward compatibility without costly data conversion if the county decides to switch to a different software vendor at a later date. This guarantees complete safety and security by ensuring that your data will always be readable in the future. The Register of Deeds office can create and store these files on a daily basis.

2. The seamless integration of Point of Sale (POS) stations with the indexing system. The POS module operates as the office cash register by controlling the cash drawer, printing receipts, and producing detailed ledger reports of all transactions.

3. The immediate accessibility of documents for in-office retrieval. If desired, original documents may be scanned immediately for viewing on retrieval stations throughout the office.

4. The automatic generation of monthly reports that reference the complete set of financial data maintained in the system.

5. The ability to print traditional index books on-demand.

6. The ability to print traditional document books on-demand.

7. The ability to back-index and back scan vital records.

8. The ability to back-scan document books.

9. Compliance with the 2012 North Carolina Standards for Indexing Real-Property documents as well as any subsequent standards that take effect.

10. Perform those functions and operate in compliance with all representations contained in Licensor's promotional literature.

### **3. Services Provided by Licensor**

1. Data Conversion-the Licensor will convert all existing document images. Licensor will also convert and load all indexing data from the existing software system. All document image conversion and computerized index data conversion will be conducted as part of the Agreement.

2. Website Maintenance- The Licensor will provide Internet hosting of Land Record Indexes and Images for the Licensee. The Licensee will have the capability to upload new index information and images on a daily basis.

3. Telephone Support- The Licensor will provide telephone numbers that can be used as needed by the Licensee for assistance regarding the supported Software Modules and services. Telephone support is available during normal business hours (8:00AM to 5:00PM Monday through Friday). Licensor responds to all telephone support issues based upon the criticality of the issue, with systems that are completely non-functional receiving highest priority. Licensor endeavors, but does not guarantee, to respond to all non-critical issues within one business day.

4. Remote Support-Licensor will provide remote on-line support for the software modules through direct broadband connectivity provided by the Licensee. Remote online support allows the Licensor to perform system troubleshooting and make certain updates or configuration changes more quickly. Licensor agrees that it shall use the method of Remote Access chosen by the Licensee. This method may be subject to change as determined by the Information Technology Director for Licensee.

5. Microfilm Copies- The Licensor will be responsible for regular creation of archival copies of documents by converting the scanned images into microfilm. Licensor will deliver microfilm copies to the North Carolina Department of Archives. Upon delivery of each batch of microfilm copies,

Licensee will be sent confirmation of the individual books included in the batch.

6. Additional Services-The Licensor is available to provide additional services as needed at separately negotiated rates that are not included within the terms of this Agreement. These services include, but are not limited to, back-file document scanning, and making images of old index books electronically searchable.

7. Statutory Changes-If changes are required either by general statute or state guidelines, the licensor will make necessary software updates at no charge to ensure compliance.

#### **4. Licensee Responsibilities**

1. Licensee shall permit secured remote access to the Supported server and PC desktops in order for Licensor to provide service.

2. Licensee shall periodically complete a total backup of all databases maintained by the office.

3. Licensee shall permit free and full access, including secure remote access, to the Supported Hardware in order for Licensor to provide service.

4. Licensee shall provide equipment that is dependable and sufficient to meet the needs of the office.

5. Licensee shall provide remote connectivity, using a method of Licensee's choosing, so that Licensor can securely connect to the network and access individual machines in the Register of Deeds office to provide support.

#### **5. Licensor Responsibilities**

1. Licensor shall protect any of the Licensee's confidential information and shall not disclose any of the Licensee's information, public or private, to any third party without written consent from the Watauga County Register of Deeds.

2. While the Licensor is connected to Watauga County over VPN, the Licensor shall protect the County network by maintaining current antivirus software and updates on any connecting PC's and not attempting to connect to any PC's or servers on the Watauga County network that are not PC's or servers used by the Register of Deeds office.

3. Licensor shall not disclose any of Watauga County's network or authentication information to third parties without the written consent of the Watauga County Information Technologies Director.

4. Licensor shall not change any security settings on PC's or servers without the written consent of the Watauga County Information Technologies Director. Security settings may include but are not limited to the creation of network shares, firewall settings, user group assignment, and folder or registry permissions.

#### **6. Loaner Equipment**

During the installation of software in the office, the Licensor may loan computer equipment to assist in the transition. All equipment provided by the



Licenser remains the property of the Licenser. Any loaner equipment provided by the Licenser will be done so free of charge.

## **7. Software License**

Licenser grants Licensee a non-exclusive, non-transferable license to use up to sixteen copies of the Software and Documentation solely for its internal operations at the Location(s) and on the Designated Environment for the term of this Agreement. All Software and Documentation remains the property of the Licenser. Licensee agrees to not make unauthorized copies of the Software and Documentation.

## **8. Proprietary Rights**

Licensee acknowledges and agrees that the copyright, patent, trade secret, and all other intellectual property rights of whatever nature in the Software or Documentation are and shall remain the property of the Licenser, and nothing in this Agreement should be construed as transferring any aspect of such rights to the Licensee.

## **9. Confidentiality**

### **9.1 Confidential Information**

“Confidential Information”, shall mean the Software, Documentation, and terms and conditions of this Agreement. Licensee acknowledges the confidential and proprietary nature of the Confidential Information and agrees that it shall not reveal or disclose any Confidential Information for any purpose to any other person, firm, corporation, or other entity, other than office or county employees with a need to know such confidential information to perform employment responsibilities consistent with Licensee’s rights under this Agreement. Licensee shall safeguard and protect the Confidential Information from theft, piracy, or unauthorized access in a matter at least consistent with the protections Licensee uses to protect its own most confidential information and in a manner conforming to industry standards, whichever is greater.

### **9.2 Unauthorized Disclosure**

Licensee shall notify Licenser immediately upon discovery of any prohibited use or disclosure of Confidential Information, or any other breach of confidentiality and shall fully cooperate with the efforts of Licenser to regain possession of the Confidential Information and to prevent the further prohibited use or disclosure of the Confidential Information.

## **10. Warranty**

Licenser represents to Licensee that: (1) during the Agreement Period, the Software shall operate without any Errors; and (2) upon notification to Licenser during the Agreement Period of any errors, Licenser will, during its normal business hours and at no cost to Licensee, use reasonable efforts to correct such Errors which are reproducible and verifiable by Licenser. Licenser

further warrants that the Software will perform its intended purpose and shall comply with all representations made in its promotional literature.

## **11. Price**

For the Software License and Implementation Services outlined in this Agreement, Licensee agrees to pay Licensor and annual maintenance and support fee of \$36,225 and no cents. The Licensor agrees that the annual maintenance and support fee for the services outlined in this Agreement will not increase for the duration of the Agreement.

## **12. Optional Additional Services**

### **12.1 Customization and Extensive Data Conversion**

Additional time allotments for software customization are available on a time and materials basis of \$125 per hour.

## **13. Term and Termination of Agreement**

### **13.1 Termination and Remedy**

Licensee may terminate the Agreement without prejudice to any other remedy Licensee may have, in the event of any material breach of this Agreement which is not remedied within thirty days of Licensee's notice to Licensor of the breach and Licensee's intent to terminate the License. Termination shall not relieve Licensee's obligation to pay all amounts that are already accrued and owing or which Licensee has agreed to pay.

### **13.2 Breach**

The Licensor may terminate this Agreement, without prejudice to any other remedy Licensor may have, immediately without further obligation to Licensee, in the event of any breach by Licensee, which cannot be remedied within thirty days of Licensor's notice to Licensee of the breach and Licensor's intent to terminate the License.

### **13.3 Cessation of Use**

Upon Termination of this Agreement, Licensee will cease using the Software and Documentation and return all copies of the Software, Documentation, and all other Confidential Information in its possession or destroy all copies of such materials residing in computer memory. Licensor shall be entitled to enter the Location(s) to repossess any Software, Documentation, and any other Confidential Information, so long as such repossession does not compromise the future ability of the Register of Deeds to access and retrieve electronic records in accordance with the statutory duties of the Register of Deeds. Licensee shall, within thirty days from the effective date of termination, certify in writing that all copies of the Software and Documentation have been returned, deleted and destroyed.

### **13.4 Non-Appropriation**

Licensor acknowledges that Licensee is a governmental entity, and the contract validity is based upon the availability of public funding under the authority of its statutory mandate.

In the event that public funds are unavailable and not appropriate for the performance of Licensee's obligations under this contract, then this contract shall automatically expire without penalty to Licensee thirty (30) days after written notice to Licensor of the unavailability and non-appropriation of public funds. It is expressly agreed that Licensee shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this contract, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its governmental operations.

In the event of a change in the Licensee's statutory authority, mandate and mandated functions, by state and federal legislative or regulatory action, which adversely affects Licensee's authority to continue its obligations under this contract, then this contract shall automatically terminate without penalty to Licensee upon written notice to Licensor of such limitation or change in Licensee's legal authority.

### **14. Renewal**

This Agreement will renew automatically for subsequent terms of one year. Licensor shall notify Licensee sixty days in advance of the renewal date of any changes to the Agreement. Acceptance will be assumed if the Licensee does not notify Licensor at least thirty days prior to the renewal date.

### **15. Validity**

If any part of this Agreement is held to be illegal or unenforceable, the validity or enforceability of the remainder of this Agreement shall not be affected.

### **16. Survival**

Sections 6, 7 and 8 shall survive the termination of this Agreement for any reason.

### **17. Entire Agreement**

This Agreement and its schedules and Addendums comprise the entire Agreement between the parties for licensing and support and is not subject to change or modification except by written Agreement signed by both parties.

### **18. Assignment**

Neither party may assign this agreement without the written consent of the other party to this Agreement.

LICENSOR:

LICENSEE:

---

Charles A. Roederer, III  
Courthouse Computer Systems  
President

---

John Welch  
Chairman, Watauga County  
Commissioners

---

Date

---

Date

Attest:

---

Anita Fogle  
Clerk to the Board

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

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Misty Watson  
Watauga County Finance Officer

## **AGENDA ITEM 8:**

### **FINANCE MATTERS**

#### ***A. Proposed Capital Projects Ordinance for Valle Crucis School***

#### **MANAGER'S COMMENTS:**

Ms. Misty Watson, Finance Director, will request the Board adopt the capital project ordinance for the proposed Valle Crucis School. The adoption is required by North Carolina General Statutes. The initial amount of the ordinance recognizes the \$2,755,650 currently on hand. The ordinance will be amended in the near future to recognize the full funding of the project.

Board approval is required to adopt the capital project ordinance in the amount of \$2,755,650 for the proposed Valle Crucis School.

**Watauga County Capital Projects Ordinance  
Valle Crucis School**

**BE IT ORDAINED** by the Watauga County Board of Commissioners, pursuant to Section 13.2 of Chapter 159 of the general statutes of North Carolina, the following Capital Projects Ordinance is hereby adopted:

Section 1. The authorized project shall pertain to portions of the Valle Crucis School project which may include land preparation, architectural fees, construction and furniture and fixtures.

Section 2. The officers of the County are hereby directed to proceed with this project within the guidelines set by the budget contained herein and as amended in the future.

Section 3. The following revenues and appropriations are available to complete this project:

Transfer from Capital Projects Fund	\$2,755,650
<b>Total revenues</b>	<b>\$2,755,650</b>
Valle Crucis School	\$2,755,650
<b>Total appropriations</b>	<b>\$2,755,650</b>

Section 4. Any balance of appropriated funds which are unexpended at the conclusion of this project shall be reserved by the Board of Commissioners for future capital projects.

Section 5. Copies of this capital projects ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

**ADOPTED** this 1st day of June, 2021.

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John Welch, Chairman  
Watauga County Board of Commissioners

ATTEST:

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Anita J. Fogle  
Clerk to the Board

## **AGENDA ITEM 8:**

### **FINANCE MATTERS**

#### ***B. Proposed Capital Projects Ordinance for Establishment and Maintenance of the American Rescue Plan Capital Projects Fund***

#### **MANAGER'S COMMENTS:**

Ms. Watson will request the Board adopt the capital project ordinance for the American Rescue Plan. The adoption is required by North Carolina General Statutes. The amount of the ordinance recognizes \$10,911,724. The ordinance may be amended in the future to recognize additional funding, if forthcoming.

Board approval is required to adopt the capital project ordinance in the amount of \$10,911,724 for the American Rescue Plan future projects.

**Watauga County Capital Projects Ordinance  
Establishment and Maintenance of the American Rescue Plan  
Capital Projects Fund**

**BE IT ORDAINED** by the Watauga County Board of Commissioners, pursuant to Section 13.2 of Chapter 159 of the general statutes of North Carolina, the following Capital Projects Ordinance is hereby adopted:

Section 1. The Finance Director is hereby directed to account for all American Rescue Plan receipts by means of a capital projects funds established pursuant to Part 2 of Article 3 of Chapter 159 of the General Statutes. Funds from American Rescue Plan may be expended only for those authorized in the American Rescue Plan Act and in accordance with subsequent guidance from the US Treasury and the NC Local Government Commission.

Section 2. The Capital Projects Fund is to remain operational for a period not to exceed five years.

Section 3. The following anticipated revenues and appropriations are hereby adopted for the American Rescue Plan Capital Projects Fund:

U.S. Treasury	\$10,911,724
<b>Total revenues</b>	<b>\$10,911,724</b>
Reserve for ARP Authorized Expenditures	\$10,911,724
<b>Total expenditures</b>	<b>\$10,911,724</b>

Section 4. The Finance Director is hereby directed to maintain sufficient specific detailed accounting records to satisfy State regulations.

Section 5. Copies of this capital projects ordinance shall be furnished to the Clerk of the Governing Board, to the Budget Officer and to the Finance Director for direction in carrying out this project.

**ADOPTED** this 1st day of June, 2021.

\_\_\_\_\_  
John Welch, Chairman  
Watauga County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Anita J. Fogle  
Clerk to the Board



**AGENDA ITEM 9:**

**ADOPTION OF THE FISCAL YEAR 2022 BUDGET ORDINANCE**

**MANAGER’S COMMENTS:**

The Fiscal Year 2022 Budget Ordinance is presented for adoption. Below are changes directed by the Board:

<b>Budget Change Summary</b>		
<b>General Fund</b>		
<b>Revenues</b>	<b>Expenditures</b>	
	\$900	Court Facilities Jury Commission Expense
	\$7,002	Planning & Inspections Salaries
	\$3,631	Children’s Playhouse increased from \$2,500 to \$6,131
	\$500	WeCAN/Hospitality House increased from \$2,500 to \$3,000
	\$685	Hunger Coalition increased from \$9,315 to \$10,000
	\$2,500	W.A.M.Y. increased from \$2,500 to \$5,000
	\$1,200	Watauga County Arts Council increased from \$8,800 to \$10,000
	\$(1,131)	Salaries – Governing Body not increased
	\$(15,287)	General and Liability Insurance
	<b>\$ 0</b>	<b>Net change and Overall Budget Increase</b>

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

Board action is required.

**STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22**

**BE IT ORDAINED** by the Board of Commissioners of Watauga County, North Carolina, meeting in regular session this 1st day of June, 2021, that the following fund revenues and departmental expenditures, together with certain restrictions and authorizations, are adopted:

**SECTION I**

**GENERAL FUND**

*A. Revenues Anticipated:*

<u>SOURCE</u>	<u>AMOUNT</u>
Ad Valorem Taxes	\$38,267,926
Local Option Sales Taxes	\$13,833,000
Other Taxes	\$827,000
Intergovernmental Revenues	\$4,788,536
Permits and Fees	\$735,200
Recreation Programs	\$915,246
Sales and Services	\$648,904
Miscellaneous Revenues	\$608,326
Transfer From Capital Reserve Fund	\$1,944,109
<b>Total Revenues - General Fund</b>	<b><u>\$62,568,823</u></b>

*B. Expenditures Authorized:*

General Government	Governing Body \$62,176 Administration \$490,111 Finance \$433,331 Tax Administration \$1,243,854 Tax Revaluation \$165,000 License Plate Agency \$276,433 Legal Services \$81,000 Court Facilities \$2,900 Elections \$492,870 Register of Deeds \$608,675 General Administration \$1,280,513 Information Technology \$1,040,468 Maintenance \$1,826,737 Public Buildings \$2,717,748 <b>Total \$10,721,816</b>
Public Safety	Sheriff \$5,432,213 Detention Center \$2,647,274 Emergency Services \$1,649,209 Emergency Management \$1,861,031 Planning and Inspections \$750,206 Emergency Medical Services \$1,874,383 Animal Care and Control \$163,714 <b>Total \$14,378,030</b>
Environmental Protection	Cooperative Extension Service \$290,201 Soil and Water Conservation \$147,968 <b>Total \$438,169</b>
Transportation	Transportation \$67,495 <b>Total \$67,495</b>
Economic/Physical Development	Economic Development Commission \$89,752 Special Appropriations \$535,034 <b>Total \$624,786</b>
Human Services	Public Health \$879,342 Mental Health \$171,194 Project on Aging \$1,627,766 Veteran's Service \$143,893 <b>Total \$2,822,195</b>

**STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22**

Education	Watauga County Board of Education Caldwell Community College & Technical Institute	\$15,030,597 \$1,000,279
	<b>Total</b>	<b>\$16,030,876</b>
Cultural and Recreational	Library Recreation	\$699,960 \$1,650,476
	<b>Total</b>	<b>\$2,350,436</b>
Transfers to Other Funds	Transfer to Public Assistance Fund Transfer to Capital Projects Fund Transfer to Debt Service Fund	\$2,524,622 \$6,138,000 \$6,472,398
	<b>Total</b>	<b>\$15,135,020</b>
	<b>Total Expenditures - General Fund</b>	<b>\$62,568,823</b>

**SECTION II**

**PUBLIC ASSISTANCE FUND**

*A. Revenues Anticipated:*

<u>SOURCE</u>	<u>AMOUNT</u>
Federal and State Allocations	\$4,148,888
Miscellaneous Revenue	\$17,115
Transfer from General Fund	\$2,524,622
<b>Total Revenues - Public Assistance Fund</b>	<b>\$6,690,625</b>

*B. Expenditures Authorized:*

Administration	\$3,964,941
Child Support Enforcement Programs	\$239,951
	\$2,485,733
<b>Total Expenditures - Public Assistance Fund</b>	<b>\$6,690,625</b>

**SECTION III**

**CAPITAL PROJECTS FUND**

*A. Revenues Anticipated:*

<u>SOURCE</u>	<u>AMOUNT</u>
Transfer from General Fund	\$6,138,000
Fund Balance Appropriation	\$1,944,109
<b>Total Revenues - Capital Projects Fund</b>	<b>\$8,082,109</b>

*B. Expenditures Authorized:*

Watauga County Schools CIPs	\$4,700,000
County CIP	\$1,438,000
Transfer to General Fund	\$1,944,109
<b>Total Expenditures - Capital Projects Fund</b>	<b>\$8,082,109</b>

**SECTION IV**

**FEDERAL EQUITABLE SHARING FUND (SHERIFF'S OFFICE)**

*A. Revenues Anticipated:*

<u>SOURCE</u>	<u>AMOUNT</u>
Federal Equitable Sharing Funds	\$6,500
<b>Total Revenues - Federal Equitable Sharing Fund</b>	<b>\$6,500</b>

*B. Expenditures Authorized:*

Operations	\$6,500
<b>Total Expenditures - Federal Equitable Sharing Fund</b>	<b>\$6,500</b>

**STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22**

**SECTION V**

**STATE SUBSTANCE ABUSE TAX FUND (SHERIFF'S OFFICE)**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Controlled Substance Tax	\$32,315
	Interest	\$100
	Appropriated Fund Balance	\$2,335
	<b>Total Revenues - State Substance Abuse Tax Fund</b>	<b><u><u>\$34,750</u></u></b>
 <i>B. Expenditures Authorized:</i>	Operations	\$34,750
	<b>Total Expenditures - State Substance Abuse Tax Fund</b>	<b><u><u>\$34,750</u></u></b>

**SECTION VI**

**EMERGENCY TELEPHONE SURCHARGE FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Emergency Telephone Surcharge	\$352,754
	Appropriated Fund Balance	\$95,696
	<b>Total Revenues - Emergency Telephone Surcharge Fund</b>	<b><u><u>\$448,450</u></u></b>
 <i>B. Expenditures Authorized:</i>	Software	\$82,795
	Employee Training	\$8,000
	Telephone	\$103,731
	Hardware	\$253,924
	<b>Total Expenditures - Emergency Telephone Surcharge Fund</b>	<b><u><u>\$448,450</u></u></b>

**SECTION VII**

**RURAL FIRE SERVICE DISTRICT FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Beech Mtn. Rural Fire Service District	\$1,900
	Boone Rural Fire Service District	\$953,000
	Cove Creek Rural Fire Service District	\$300
	Foscoe Rural Fire Service District	\$76,600
	Shawneehaw Rural Fire Service District	\$6,350
	<b>Total Revenues - Rural Fire Service Districts Fund</b>	<b><u><u>\$1,038,150</u></u></b>
 <i>B. Expenditures Authorized:</i>	Beech Mtn. Rural Fire Service District	\$1,900
	Boone Rural Fire Service District	\$953,000
	Cove Creek Rural Fire Service District	\$300
	Foscoe Rural Fire Service District	\$76,600
	Shawneehaw Rural Fire Service District	\$6,350
	<b>Total Expenditures - Rural Fire Service Districts Fund</b>	<b><u><u>\$1,038,150</u></u></b>

*NOTE: In the event the actual proceeds from the fire tax exceed or fall short of the appropriated amounts, the actual proceeds from the tax shall constitute the appropriations from the tax levy and the Budget Officer is authorized to amend the budget upward to cover the actual revenues collected.*

**STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22**

**SECTION VIII**

**FIRE TAX DISTRICTS FUND**

*A. Revenues Anticipated:*

<u>SOURCE</u>	<u>AMOUNT</u>
Beaver Dam Fire Department	\$109,000
Blowing Rock Fire District	\$513,500
Cove Creek Fire District	\$253,500
Creston Fire Department	\$5,650
Deep Gap Fire District	\$201,500
Fall Creek Fire Department	\$9,300
Foscoe Fire District	\$490,200
Meat Camp Fire Department	\$221,500
Shawneehaw Fire District	\$108,500
Stewart Simmons Fire District	\$270,000
Todd Fire District	\$66,200
Zionville Fire District	\$121,950
<b>Total Revenues - Fire Districts Fund</b>	<b><u><u>\$2,370,800</u></u></b>

*B. Expenditures Authorized:*

Beaver Dam Fire Department	\$109,000
Blowing Rock Fire District	\$513,500
Cove Creek Fire District	\$253,500
Creston Fire Department	\$5,650
Deep Gap Fire District	\$201,500
Fall Creek Fire Department	\$9,300
Foscoe Fire District	\$490,200
Meat Camp Fire Department	\$221,500
Shawneehaw Fire District	\$108,500
Stewart Simmons Fire District	\$270,000
Todd Fire District	\$66,200
Zionville Fire District	\$121,950
<b>Total Expenditures - Fire Districts Fund</b>	<b><u><u>\$2,370,800</u></u></b>

*NOTE: In the event the actual proceeds from the fire tax exceed or fall short of the appropriated amounts, the actual proceeds from the tax shall constitute the appropriations from the tax levy and the Budget Officer is authorized to amend the budget upward to cover the actual revenues collected.*

**SECTION IX**

**OCCUPANCY TAX FUND**

*A. Revenues Anticipated:*

<u>SOURCE</u>	<u>AMOUNT</u>
Occupancy Tax	\$2,400,000
<b>Total Revenues - Occupancy Tax Fund</b>	<b><u><u>\$2,400,000</u></u></b>

*B. Expenditures Authorized:*

Tax Collection Fees	\$34,000
Watauga District U TDA	\$2,366,000
<b>Total Expenditures - Occupancy Tax Fund</b>	<b><u><u>\$2,400,000</u></u></b>

*NOTE: In the event the actual proceeds from the occupancy tax exceed or fall short of the appropriated amounts, the actual proceeds from the tax shall constitute the appropriations from the tax levy and the Budget Officer is authorized to amend the budget upward to cover the actual revenues collected.*

STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22

**SECTION X**

**DEBT SERVICE**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Transfer from General Fund	\$6,472,398
	<b>Total Revenues - Debt Service Fund</b>	<b><u>\$6,472,398</u></b>
<i>B. Expenditures Authorized:</i>	Debt Service-Education	\$4,423,998
	Debt Service-Other	\$2,048,400
	<b>Total Expenditures - Debt Service Fund</b>	<b><u>\$6,472,398</u></b>

**SECTION XI**

**SOLID WASTE ENTERPRISE FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Intergovernmental Revenues	\$129,300
	Charges for Services	\$5,369,900
	Miscellaneous Revenues	\$14,771
	<b>Total Revenues - Solid Waste Enterprise Fund</b>	<b><u>\$5,513,971</u></b>
<i>B. Expenditures Authorized:</i>	Sanitation Department	\$5,400,017
	Recycling	\$113,954
	<b>Total Expenditures - Solid Waste Enterprise Fund</b>	<b><u>\$5,513,971</u></b>

**SECTION XII**

**REPRESENTATIVE PAYEE FUND**

<i>A. Revenues Anticipated:</i>	<u>SOURCE</u>	<u>AMOUNT</u>
	Trust	\$170,304
	<b>Total Revenues - Representative Fund</b>	<b><u>\$170,304</u></b>
<i>B. Expenditures Authorized:</i>	Payee	\$170,304
	<b>Total Expenditures - Representative Fund</b>	<b><u>\$170,304</u></b>

*NOTE: In the event the actual proceeds from the occupancy tax exceed or fall short of the appropriated amounts, the actual proceeds from the tax shall constitute the appropriations from the tax levy and the Budget Officer is authorized to amend the budget upward to cover the actual revenues collected.*

**STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22**

**SECTION XII**

**COUNTY TAX RATE ESTABLISHED**

An ad valorem tax rate of \$0.403 per \$100 at full valuation is hereby established as the official tax rate for Watauga County for the fiscal year 2021/22. This rate is based on a total base valuation of \$9,589,883,805.

**SECTION XIII**

**COUNTY FIRE DISTRICT TAX RATES ESTABLISHED**

Ad valorem tax rates as listed below per \$100 at full valuation is hereby established as the official tax rates for Watauga County Fire Protection Districts for the fiscal year 2021/22. This rate is based on the estimated taxable property situated in each district.

<b><u>Fire District</u></b>	<b><u>Property Values</u></b>	<b><u>Tax Rate Per \$100 of Value</u></b>
Beech Mountain Rural	\$3,909,810	\$ 0.05
Blowing Rock Rural	\$1,028,031,491	\$ 0.05
Boone Rural	\$1,595,891,182	\$ 0.06
Cove Creek	\$513,292,732	\$ 0.05
Cove Creek Special	\$623,300	\$ 0.05
Deep Gap	\$408,907,125	\$ 0.05
Foscoe	\$980,142,904	\$ 0.05
Foscoe Special	\$152,603,107	\$ 0.05
Meat Camp	\$461,043,151	\$ 0.05
Northwest Watauga	\$237,601,670	\$ 0.05
Shawneehaw	\$222,529,779	\$ 0.05
Shawneehaw Special	\$12,932,623	\$ 0.05
Stewart Simmons	\$319,404,831	\$ 0.085
Todd	\$94,131,899	\$ 0.07
Zionville	\$246,969,789	\$ 0.05

**STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22**

**SECTION XIV**

**SOLID WASTE FEES ESTABLISHED**

Commercial Solid Waste	\$59.00 per ton
Construction and Demolition Waste	\$59.00 per ton
Land-Clearing Inert Debris	\$59.00 per ton
RO Cont. Disposal Fee	\$59.00 per ton
Mixed Recycling	\$59.00 per ton
Coarse-Ground Mulch	\$9.00 per ton
Passenger Vehicle Minimum	\$9
Solid Waste Fee (per residence County-wide)	\$80.00 per year

**SECTION XV**

**SOLID WASTE COLLECTION AND DELIVERY FEES ESTABLISHED**

Boone - Per Lift (Zone - 607)	Industrial	\$ 150.00
	Commercial	\$ 34.65
	Recycling	\$ 34.65
Extended 607 - Per Lift (Zone - Linear Mile)	Industrial	\$ 187.50
	Commercial	\$ 43.95
	Recycling	\$ 43.95

**SECTION XVI**

**PLANNING, INSPECTIONS FEES ESTABLISHED**

Building Permit	\$.30 per square foot heated space \$.15 per square foot unheated space
Modular Home	\$300.00 plus \$.15 per square foot for basement
Mobile Home	\$75.00 single wide / \$100 double wide
Penalty for building without permit	Double building permit fees. May be subject to additional trip fees as necessary
Alteration Permit	\$75.00
Sign Permit	\$50.00 on premise / \$100.00 for billboard
Trip Fee	\$75.00
Remodel Permit	\$75 per trade
Grading Permit	\$150.00 per acre or part thereof; Individual home site less than 1 acre exempt
Floodplain Development Permit	\$150.00
Compliance and Review <i>(For all ordinances not specifically named in fee schedule)</i>	\$40.00 per permit / \$100.00 per site plan \$300.00 appeals, conditional use permits, variances \$400.00 amendments
Subdivision Plat/Manufactured Home Park Fees	\$30.00 per lot or building as applicable
Wireless Communication Tower Site	\$750.00
Wireless Co-location Permit	\$150.00
Wind Energy Systems	\$150 small / \$750 large
Sexually Oriented Business Permit	\$1,000.00
Administrative Fees for Refunds	\$30.00 plus \$75.00 per inspection done

**SECTION XVII**

**FIRE CODE FEES AND PENALTIES ESTABLISHED**

<b><u>Special User Permits for Specific Times:</u></b>	
Fireworks - Public Display	\$25.00
Tents and Air Structures (30 day maximum)	\$25.00
Temporary Kiosks or Merchandising Displays	\$25.00
Insecticide fogging or fumigation	\$25.00
<b><u>Explosive Materials/Blasting Permits:</u></b>	
Annually (1 Year)	\$500.00
48 Hours	\$100.00
<b><u>Special Assembly:</u></b>	
Gun show, craft show, etc	\$25.00
<b><u>Bowling Pin and Alley:</u></b>	
Resurfacing and Refinishing	\$25.00
<b><u>Any other Special Function Requiring Fire Prevention:</u></b>	
Bureau Inspection and Approval	\$25.00
Fire Report Copies	\$2.00
Annual Inspection Report	\$50.00
Inspection Report (non-annual)	\$50.00
Inspection Report (multi-tenant up to two buildings)	\$60.00
Inspection Report (multi-tenant three or more buildings)	\$70.00
Carbon Monoxide Inspections	\$50.00



**STATE OF NORTH CAROLINA  
COUNTY OF WATAUGA  
BUDGET ORDINANCE  
FISCAL YEAR 2021/22**

Existing Systems Tests:

Sprinkler Certification Test	\$25.00
Fire Alarm Testing	\$25.00
Standpipe Certification Test	\$25.00
Grease Removal Test	\$25.00
Fixed Fire Suppression Test	\$25.00
Day Care Inspection	\$25.00
Residential Custodial Care and Nursing Homes	\$25.00
Certification of Occupancy	\$25.00
Occupancy Permit Inspection (ABC)	\$30.00
Reinspection (per visit)	\$30.00

Underground Storage Tanks:

Removal (per tank)	\$30.00
New Installations (per tank)	\$50.00
Hydrant Installations - private contractors only	\$30.00
New Sprinkler Systems	\$0.05 per square foot
Sprinkler Renovations	\$50.00
Standpipes	\$30.00
New Alarm Systems	\$35.00
Alarm System Renovations	\$50.00
Fixed Fire Suppression Systems	\$35.00
Renovations to the Systems	\$25.00
Fire Marshall Fire Reports	\$5.00
Life Safety Violations (one warning)	\$200.00
Road Name Change	\$500.00
Illegal Burning (one warning)	\$100.00

**SECTION XVIII**

**BUDGET OFFICER**

The County Manager shall serve as Budget Officer and shall be authorized to reallocate departmental appropriations among the various objects of expenditure as necessary.

The County Manager shall be authorized to effect transfers between departments in the same fund, not to exceed 10% of the appropriated monies for the department whose allocation is reduced. Notation of all such transfers shall be made to the Board at the next regularly scheduled Board meeting.

Interfund transfers established in the budget, may be accomplished without recourse to the Board. All other interfund transfers require approval of the Board of Commissioners.

Salary increases shall be granted in accordance with the official pay plan of Watauga County, duly adopted by the Board of Commissioners.

The County Manager shall be authorized to reallocate contingency funds. Such transfers shall be reported to the Board at its next regular meeting, and recorded in the minutes per NC General Statute 159-13(b)(3).

**SECTION XVIII**

**UTILIZATION OF BUDGET AND BUDGET ORDINANCE**

This Ordinance shall be the basis of the financial plan for the Watauga County Government during the 2021/22 fiscal year. The Budget Officer shall administer the budget and he shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The Finance Director shall establish and maintain records consistent with this ordinance and the appropriate statutes of the State of North Carolina.

A copy of this ordinance shall be furnished to the Clerk to the Board of Commissioners, the County Manager, and the Finance Director to be kept on file by them for direction in the disbursement of funds.

\_\_\_\_\_  
*John Welch, Chairman*

ATTEST:

\_\_\_\_\_  
*Anita Fogle, Clerk to the Board*

## **AGENDA ITEM 10:**

### **MISCELLANEOUS ADMINISTRATIVE MATTERS**

#### ***A. July Meeting Schedule***

#### **MANAGER'S COMMENTS:**

Historically, only one meeting has been held in July due to all the work which has been done on the budget as well as the July 4<sup>th</sup> holiday. Also, historically, at the beginning of a new fiscal year there is limited business for the Board's consideration. The Manager recommends cancelling the first meeting in July and holding the second meeting as currently scheduled for the third Tuesday which is July 20.

Direction from the Board is requested.

## **AGENDA ITEM 10:**

### **MISCELLANEOUS ADMINISTRATIVE MATTERS**

#### ***B. Boards and Commissions***

#### **MANAGER'S COMMENTS:**

##### ***Economic Development Commission***

A term on the Economic Development Commission will expire in June. These are 3 year terms and members are eligible to be appointed for 2 consecutive terms. Mr. Tim Hodges has served 2 terms and is, therefore, ineligible for reappointment; a new appointee is needed.

##### ***Valle Crucis Historic Preservation Commission***

Maria Hyde, the current Chair of the Valle Crucis Historic Preservation Commission (VCHPC) has moved or soon will move out of Watauga County which will require her replacement. Two people have expressed interest in being appointed to replace her. Membership consists of three resident property owners of the historic district, and two members of the Valle Crucis Community Council, regardless of whether they live in the historic district. Mrs. Hyde fills one of the resident property owner slots. Mrs. Rachel Ward who, along with her husband, purchased the Hyde's house is interested in being appointed to the Commission. Also interested is Mr. Pat Brown, who lives in the district along with his wife, Jennifer Stoeber. Both qualify to fill the position.

**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*C. Announcements*

**MANAGER'S COMMENTS:**

**AGENDA ITEM 11:**

**PUBLIC COMMENT**

**AGENDA ITEM 12:**

**BREAK**

**AGENDA ITEM 13:**

**CLOSED SESSION**

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