

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

**TUESDAY, OCTOBER 18, 2016  
5:30 P.M.**

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

<b>TIME</b>	<b>#</b>	<b>TOPIC</b>	<b>PRESENTER</b>	<b>PAGE</b>
5:30	1	CALL REGULAR MEETING TO ORDER		
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	3	APPROVAL OF THE OCTOBER 18, 2016 AGENDA		11
5:35	4	PUBLIC HEARINGS:		
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5:40	5	SHERIFF'S OFFICE PATROL VEHICLE EQUIPMENT AND INSTALLATION BID AWARD	CAPTAIN KELLY REDMON	31
5:45	6	ECONOMIC IMPACT OF A RECREATION CENTER	MR. JOHN WHITEHEAD DR. SCOTT ST. CLAIR	45
5:50	7	NCDOT AGREEMENT REGARDING THE REPLACEMENT OF THE BRIDGE LOCATED AT HIGHWAY 321 AND AHO ROAD	MR. JOE FURMAN	49
5:55	8	PAVING BID AWARD FOR MEDIC BASE 3	MR. ROBERT MARSH	51
6:00	9	BUDGET AMENDMENTS	MS. MARGARET PIERCE	53
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**AGENDA ITEM 2:**

**APPROVAL OF MINUTES:**

October 4 2016, Regular Meeting

**DRAFT****MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS  
TUESDAY, OCTOBER 4, 2016**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, October 4, 2016, at 8:30 A.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

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

Chairman Hodges called the meeting to order at 8:30 A.M.

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

**APPROVAL OF MINUTES**

Chairman Hodges called for additions and/or corrections to the September 20, 2016, regular meeting minutes.

Commissioner Yates had requested the following correction be made in the minutes:

“Commissioner Yates, seconded by Vice-Chairman Blust, moved to appoint Charles Phillips to the Watauga County Board of Adjustments with his term to end November 2019.

VOTE: Aye-~~5~~3(Hodges, Blust, Yates)  
Nay-~~5~~2(Kennedy, Welch)”

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the September 20, 2016, regular meeting minutes as amended.

VOTE: Aye-5  
Nay-0

**APPROVAL OF AGENDA**

Chairman Hodges called for additions and/or corrections to the October 4, 2016, agenda.

County Manager Geouque requested to add a grant application request for Rocky Knob Park from Mr. Kristian Jackson.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the October 4, 2016, agenda as amended.

VOTE: Aye-5  
Nay-0

### **CAPITAL IMPROVEMENT PLAN (CIP) FUNDS REQUEST FOR INSTRUCTIONAL TECHNOLOGY PROGRAM**

Dr. Scott Elliott, Watauga County Schools Superintendent, introduced Ms. Nancy Zeiss who was recently promoted to Director of Technology and Dr. June Atkinson, State Superintendent of Public Education. Dr. Atkinson attended a “walk to school” event in Blowing Rock earlier in the morning and planning to attend the State Board of Education Annual Fall Conference which would be held in the area over the next few days.

Dr. Elliot requested the release of the School System’s Capital Improvement Plan (CIP) funds for instructional technology. The estimated amount necessary for the program is \$837,393 for both student devices and faculty and staff devices. The school system is requesting \$290,250 be released from the County CIP Reserve. The remaining \$547,143 will come from the schools current budget appropriation. Dr. Elliot stated that the School System planned to allocate funds over the next few years so that funds would be in place for the next upgrade to the system.

Commissioner Yates, seconded by Commissioner Welch, moved to release \$290,250 from the County Capital Improvement Plan (CIP) Reserve for instructional technology for Watauga County Schools as requested by Dr. Elliott.

VOTE: Aye-5  
Nay-0

### **REQUEST FOR SUPPORT FOR BUILDING NEW STUDENT SERVICES CENTER ON THE WATAUGA CAMPUS OF CALDWELL COMMUNITY COLLEGE & TECHNICAL INSTITUTE (CCC&TI)**

Dr. Mark Poarch, President of Caldwell Community College and Technical Institute (CCC&TI), requested support of the construction of a new student services center on the Watauga campus. A proposed letter of support was presented. The construction requires the County to provide an overmatch which is currently insufficient for the proposed project. The recommendation is to transfer the overmatch credits from Caldwell County to Watauga. The overmatch will be determined once the bid has been awarded for the project. Future overmatch credits to Watauga will be assigned back to Caldwell until the transfer has been repaid.

Commissioner Yates, seconded by Commissioner Welch, moved to extend support for the new student services center on the Watauga campus of Caldwell Community College & Technical Institute (CCC&TI) and accept the necessary overmatch credits from Caldwell County with future Watauga County overmatch credits to be assigned back to Caldwell County until the transfer has been repaid.

VOTE: Aye-5  
Nay-0

### **GRANT APPLICATION REQUEST FOR ROCKY KNOB PARK**

Mr. Kristian Jackson submitted a grant application to the Clif Bar Foundation for a \$10,000-\$12,000 grant to create the “True Blue Trail.” The new trail would be one mile in length and modeled after an International Mountain Bike Association “Flow Trail.” If granted, the project would begin in March 2017 and would be completed by April 2017. Mr. Kristian stated there would be no costs to the County.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the submission of the Clif Bar Foundation grant application as presented by Mr. Jackson.

VOTE: Aye-5  
Nay-0

### **REQUEST TO APPLY FOR KEEP AMERICA BEAUTIFUL/COCA~COLA GRANT FUNDS FOR RECYCLING**

Ms. Heather Bowen, Recycling Coordinator, requested authorization to apply for a grant from Keep America Beautiful/Coca-Cola. The grant would afford the County the ability to provide recycling containers for aluminum and plastic bottles at special events. Ms. Bowen stated that there is no required match for the grant; however, the process is highly competitive and applications receive favorable consideration with the purchase of bins in addition to the ones being requested. Each bin costs \$56 plus shipping and staff is recommending purchasing three (3) bins and requesting ten (10) bins to be funded from the grant. Funds are available to purchase the three (3) bins to serve as a competitive match for the grant.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to authorize the submittal of the Keep America Beautiful/Coca-Cola grant and add a replacement fee to the rental agreement in the event the bins are not returned.

VOTE: Aye-5  
Nay-0

**REQUEST TO ACCEPT ADDITIONAL STATE FUNDS FOR SENIOR CENTERS IN FY 2017**

Ms. Angie Boitnotte stated that the Project on Aging was eligible to receive an additional \$14,503, in Senior Center funding from the North Carolina General Assembly and the North Carolina Division of Aging. The L.E. Harrill Senior Center is eligible for \$10,878 and the Western Watauga Community Center for \$3,625 for a total of \$14,503. The amount requires a 25% local match, \$4,834 which is currently in the Agency's existing budget.

Commissioner Yates, seconded by Commissioner Welch, moved to accept the additional State funding as presented by Ms. Boitnotte.

VOTE: Aye-5  
Nay-0

**PROPOSED CONTRACTS FOR THE MIDDLE FORK GREENWAY AND NEW RIVER ACCESS**

Mr. Joe Furman, Planning and Inspections Director, presented two (2) proposed grant contracts as requested by Senator Ballard in the State budget. One was for the Middle Fork Greenway in the amount of \$100,000. The other was for New River access in the amount of \$50,000. Mr. Furman requested authorization to proceed forward in finalizing the contracts. One change being pursued is reallocating the \$50,000 from the New River to the Guy Ford access on the Watauga River to which Senator Ballard has not objected.

Commissioner Kennedy, seconded by Commissioner Welch, moved to direct Mr. Furman to proceed in finalizing the two (2) grant contracts and to authorize the Chairman to sign the contracts once completed and reviewed by the County Attorney.

VOTE: Aye-5  
Nay-0

**PROPOSED BID AWARD FOR RENOVATION OF THE SEWER LIFT STATION AT THE LAW ENFORCEMENT CENTER**

Mr. Robert Marsh, Maintenance Director, presented the following bids received for the renovation of the sewer lift station at the Law Enforcement Center:

<b><u>Bidder</u></b>	<b><u>Amount</u></b>
Iron Mountain Construction Co., Inc.	\$33,175.00
James E. Harris Construction Company, Inc.	\$84,069.00
Kemp Construction Inc.	\$44,995.00

Of the three bids received, Iron Mountain Construction Company, Inc. submitted the lowest responsive bid in the amount of \$33,175. Iron Mountain Construction Company, Inc. has provided excellent services to the County on prior projects. \$24,000 was budgeted however; the

amount of pumping and hauling of the waste during the renovation caused the project budget to run over. If awarded, staff will utilize funds set aside for the water project scheduled for the Law Enforcement Center as this project has not been bid. Staff will recommend a funding plan for the water project once the bid process has been completed and a cost for the project is identified.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to award the bid for renovation of the sewer lift station at the Law Enforcement Center to Iron Mountain Construction Company, Inc., in the amount of \$33,175.

VOTE: Aye-5  
Nay-0

### **PUBLIC HEARING REQUEST FOR ROAD NAMES**

Mr. Jeff Virginia, Emergency Services Director, requested a public hearing be set for Tuesday, November 15, 2016, at 5:30 P.M. to allow citizen comment on proposed road names.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to schedule a public hearing on Tuesday, November 15, 2016, at 5:30 P.M. to allow for citizen comment on proposed road names.

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 2016. 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 2016 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the Refunds and Releases Report for September 2016 as presented.

VOTE: Aye-5  
Nay-0

## **PROPOSED SALE OF REAL PROPERTIES ON GOVDEALS**

- A. Maggies Lane Off Pine Run Road, Deep Gap***
- B. Lot EE33, Section III, Mill Ridge, Banner Elk***
- C. Lot 15 Cascade Cove Homesites, Deep Gap***

Ms. Margaret Pierce, Finance Director, stated that at the September 6, 2016, Board meeting, the Board adopted resolutions authorizing the sale of property to include Maggies Lane, Lot EE33 Mill Ridge, and Lot 15 Cascade Cove properties. The properties in question were foreclosed by the County due to failure to pay taxes. The Board declared the properties surplus and adopted the included resolutions to start the sale process. The minimum bid request for the properties was the current expenses owed to the County. The properties were listed on GovDeals with the following highest bids received:

<b><u>Property</u></b>	<b><u>Bid</u></b>
Maggies Lane Off Pine Run Road, Deep Gap	\$7,620
Lot EE33, Section III, Mill Ridge, Banner Elk	\$5,000
Lot 15 Cascade Cove Homesites, Deep Gap	\$5,000

In addition, the highest bidder will be responsible to pay the 7.5% commission charged by GovDeals. Ms. Pierce stated that the funds had been received for the Maggies Lane and Lot EE33 properties and the funds for the Lot 15 property were expected later in the week.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to accept the bid for the Maggies Lane property, in the amount of \$7,620, finalize the sale process, and proceed to closing within sixty (60) days.

VOTE: Aye-5  
Nay-0

Vice-Chairman Blust, seconded by Commissioner Yates, moved to accept the bid for the Lot EE33, Section III, Mill Ridge property, in the amount of \$5,000, finalize the sale process, and proceed to closing within sixty (60) days.

VOTE: Aye-5  
Nay-0

Commissioner Welch, seconded by Vice-Chairman Blust, moved to accept the bid for the Lot 15, Cascade Cove Homesites property, in the amount of \$5,000, finalize the sale process, and proceed to closing within sixty (60) days contingent upon receiving funds by Thursday, October 6, 2016.

VOTE: Aye-5  
Nay-0

## **MISCELLANEOUS ADMINISTRATIVE MATTERS**

### ***A. Boards and Commissions***

County Manager Geouque presented the following appointments:

#### *Watauga County Board of Adjustment*

David Hill's term on the Board of Adjustment will expire in November. He is willing to be reappointed. There have been two readings.

Chairman Hodges, seconded by Commissioner Yates, moved to reappoint David Hill to the Watauga County Board of Adjustment.

VOTE: Aye-3(Hodges, Blust, Yates)  
Nay-2(Kennedy, Welch)

#### *Economic Development Commission*

There are two vacancies on the Economic Development Commission. One vacancy is an unfulfilled term expiring June, 2017, and the other is an unfulfilled term expiring June, 2018. Those seats were occupied by individuals who have moved from Watauga County. The EDC has fourteen members; nine are appointees, the other five serve by virtue of their organizations, including one Commissioner. All members vote. No applications have been received.

### ***B. Announcements***

County Manager Geouque announced the following:

- A Household Hazardous Waste Collection Day will be held on Saturday, October 15, 2016, from 8:00 A.M. until 12:00 P.M. at the newly installed, permanent HHW Building located at the Sanitation Department on Landfill Road.
- A public hearing is scheduled on Tuesday, October 18, 2016, at 5:30 P.M. to allow citizen comment on the proposed transfer of property from the Beaver Dam Fire District to the Cove Creek Fire District.
- A public hearing is scheduled on Tuesday, October 18, 2016, at 5:30 P.M. to allow citizen comment on proposed amendments to the Ordinance to Regulate Solicitation in Watauga County.
- Due to the Board of Elections requiring the use of the Board Room for one-stop voting the November 1, 2016, Board of Commissioners meeting has been cancelled.
- The Watauga County Clerk of Superior Court and the Watauga County Bar Association are hosting a community celebration for the 50<sup>th</sup> Anniversary of the NC District Courts on Sunday, October 9, 2016, from 2:00 P.M. until 5:00 P.M. in Courtroom # 1 on the 2<sup>nd</sup> Floor of the Courthouse.

## **PUBLIC COMMENT**

There was no public comment.

**ADJOURN**

Vice-Chairman Blust, seconded by Commissioner Yates, moved to adjourn the meeting at 9:25 A.M.

VOTE: Aye-5  
Nay-0

Jimmy Hodges, Chairman

ATTEST:  
Anita J. Fogle, Clerk to the Board

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**AGENDA ITEM 3:**

**APPROVAL OF THE OCTOBER 18, 2016, AGENDA**

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## **AGENDA ITEM 4:**

### **PUBLIC HEARINGS**

- A. Public Hearing to Allow Citizen Comment on Proposed Amendments to the Ordinance to Regulate Solicitation in Watauga County*

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

Per Commissioner request, a public hearing has been scheduled to seek citizen comment on the recommended changes to the County's Solicitation Ordinance. Changes have been incorporated into the ordinance addressing the safety and protection of children and animals.

Upon closing of the public hearing the Board may adopt the ordinance as presented, schedule a work session to seek additional input, or take no action.

Staff seeks Board direction.

**PUBLIC SERVICE ANNOUNCEMENT (PSA)**

**PUBLIC HEARING NOTICE**

THE WATAUGA COUNTY BOARD OF COMMISSIONERS WILL HOLD A PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON PROPOSED AMENDMENTS TO THE ORDINANCE TO REGULATE SOLICITATION IN WATAUGA COUNTY. THE PUBLIC HEARING WILL BE HELD ON TUESDAY, OCTOBER 18, 2016, AT 5:30 P.M. IN THE COMMISSIONERS' BOARD ROOM LOCATED IN THE WATAUGA COUNTY ADMINISTRATION BUILDING AT 814 WEST KING STREET, BOONE, NORTH CAROLINA. INTERESTED PARTIES ARE ENCOURAGED TO ATTEND. FOR INFORMATION OR QUESTIONS PLEASE CALL 828-265-8043.

JIMMY HODGES  
CHAIRMAN

**NORTH CAROLINA  
WATAUGA COUNTY**

**ORDINANCE TO REGULATE SOLICITATION**

**ARTICLE I. PURPOSE**

WHEREAS, the Board of Commissioners for the County of Watauga, North Carolina wishes to prevent fraud and crime upon its citizens and those visiting and working in Watauga County;

WHEREAS, the Board of Commissioners for the County of Watauga, North Carolina finds that the in-person impromptu sale or offering for sale of goods and/or services and the in-person impromptu solicitation of funds from the public presents opportunities for fraud and crime;

WHEREAS, the Board of Commissioners for the County of Watauga, North Carolina wishes to preserve free speech for all persons;

WHEREAS, the Board of Commissioners for the County of Watauga, North Carolina wishes to narrowly tailor this Ordinance to prevent fraud and crime, and not to suppress constitutionally protected speech;

WHEREAS, the Board of Commissioners for the County of Watauga, North Carolina wishes to protect the safety of children;

WHEREAS, the Board of Commissioners for the County of Watauga, North Carolina wishes to protect domestic animals from situations that increase the risk of harm to the animals;

WHEREAS, the Board of Commissioners for the County of Watauga, North Carolina wishes to promote the health, safety, and general welfare of its citizens;

THEREFORE, the Board of Commissioners for the County of Watauga, North Carolina hereby adopts the following Ordinance:

**ARTICLE II. AUTHORITY**

This Ordinance is enacted pursuant to the powers granted to Watauga County by North Carolina Gen. Stat. §§ 153A-121 and 153A-123.

**ARTICLE III. JURISDICTION**

Pursuant to North Carolina Gen. Stat. § 153A-122, this Ordinance shall apply to all areas of unincorporated Watauga County which are not within the corporate limits of any municipality.

## **ARTICLE IV. DEFINITIONS**

The following definitions apply:

**Appeal:** The process of contesting the denial or revocation of a Permit.

**Application:** An application for a Permit.

**Applicant:** A person who applies for a Permit.

**Child:** A minor person under sixteen (16) years of age.

**Citation:** A written notice issued by a law enforcement official to any person who violates this Ordinance.

**County Manager:** The County Manager of Watauga County, North Carolina, or his or her designee.

**Domestic Animal:** A domestic dog or domestic cat, as defined under the Watauga County Animal Care and Control Ordinance.

**False Statement of Material Fact:** An affirmative statement, written or oral, that is untrue or misleading. A False Statement of Material Fact includes, but is not limited to, statement(s) regarding the scope or quality of goods or services offered by the Solicitor, statement(s) that the Solicitor represents a group or charity, statement(s) that a Solicitor is a veteran of the United States Military, or statements regarding family or housing status. A False Statement of Material Fact also includes wearing an identification, badge, emblem, uniform, or symbol that a reasonable person would believe identifies the Solicitor as part of, or as acting on behalf of, any group or charity when the Solicitor is not in fact part of, or acting on behalf of, the identified group or charity.

**Hearing:** An in-person proceeding to contesting the denial or revocation of a Permit, during which the Applicant may give testimony and present evidence.

**Notice of Denial:** Written notice that a Permit has been denied.

**Notice of Appeal Rights:** A written notice of the Applicant's right to appeal the denial or revocation of a Permit, to whom the appeal should be made, and the time limit for making an appeal.

**Ordinance:** The Watauga County Ordinance to Regulate Solicitation.

**Permit:** A Written Permit issued by the Sheriff granting the Applicant the right to Solicit.

**Permit Holder:** A person to whom a Permit is issued.

**Service Animal:** An animal that is individually trained to do work or perform tasks for the benefit of an individual with a disability, as allowed by North Carolina General Statutes § 168-4.2.

**Solicit:** In person use of the spoken, written, or printed word, or other acts conducted with the purpose of selling or offering for sale goods or services or collecting contributions of money or goods.

**Solicited Individual:** A person whom a Solicitor attempts to Solicit.

**Solicitor:** A person who Solicits.

**Sheriff:** The Sheriff of Watauga County, North Carolina, or his or her designee.

**Time:** In computing any period of time under this Ordinance, the day of the act shall not to be included.

**Violation:** A violation of this Ordinance.

**Warning Citation:** A citation given as a warning. A Warning Citation does not subject the Solicitor to penalties resulting from a violation of this Ordinance.

## **ARTICLE V. ADMINISTRATION**

The Watauga County Sheriff's Office is responsible for the administration of the provisions of this Ordinance.

## **ARTICLE VI. SCOPE OF PERMITTED ACTIVITY**

### **A. Permit Required.**

It shall be a Violation of this Ordinance for any person to Solicit for personal gain upon the streets or any other public property, or upon private property without the permission of the owner, proprietor, or person in control of said private property without first obtaining a Permit from the Watauga County Sheriff's Office. The issuance of a permit shall not affect the obligation of the Permittee to obtain permission of an owner of private property to be upon the premises if otherwise required.

### **B. False Statements.**

It shall be a Violation of this Ordinance for any Solicitor to make a False Statement of Material Fact for the purpose of Solicitation.

### **C. Exempt Activity.**

This Ordinance shall not apply to transactions between family members or mutual acquaintances; or any matter that is not Soliciting, as defined herein.

**D. Possession of Permit.**

A Permit Holder shall keep his or her Permit in his or her possession when Soliciting and shall exhibit his or her Permit when requested to do so by any Solicited Individual or any law enforcement officer.

**E. Permit Not Transferrable.**

Permits are not transferrable. It shall be a Violation to give a Permit to another person, or to possess a Permit issued to another person unless the person receiving or possessing the Permit of another is the parent, step-parent, or guardian of the Permit Holder, or is acting at the request of a parent, step-parent, or guardian of the Permit Holder.

**ARTICLE VII. PERMIT ISSUANCE****A. Sheriff Shall Issue Permit.**

The Sheriff shall issue a Permit, or a Temporary Permit, as appropriate, to each Applicant who meets the requirements of this Ordinance.

**B. Permit Application Procedure.**

The Application shall be on a form issued by the Sheriff, signed by the Applicant and witnessed by the Sheriff, and shall set forth the following information:

1. The Applicant's first and last names and middle initial;
2. The Applicant's date of birth;
3. The Applicant's contact information;
4. The Applicant's emergency contact information;
5. A brief description of the activity to be conducted, including, if applicable, any items or services to be sold or offered for sale; and
6. If the Applicant is soliciting on behalf of a group or charity, the name and address of the group or charity;

The Applicant's contact information may include any of the following:

1. An address serviced by the United States Postal System;
2. An email address;
3. A telephone number(s); or
4. Any information that the Sheriff may reasonably use to contact the Applicant.

The Applicant's emergency contact information may include any of the following:

1. An address serviced by the United States Postal System;
2. An email address;
3. A telephone number(s); or
4. Any information that the Sheriff may reasonably use to contact the emergency contact person(s) specified by the Applicant.

**C. Identification Required.**

The Applicant shall present identification. Any valid government-issued photo identification shall be deemed sufficient. If the Applicant does not possess valid

government-issued photo identification, the Applicant may present other documentation that reasonably establishes his or her identity.

**D. Sheriff to Keep Record of Identification.**

The Sheriff shall make a black and white copy of the Applicant's identification and keep the same on file. If the Applicant does not possess valid government-issued photo identification, the Applicant shall allow himself or herself to be photographed by the Sheriff. The Sheriff shall keep the photograph on file.

**E. Identification if the Applicant is a Minor.**

If the Applicant is a minor and does not possess valid government-issued photo identification, he or she may present a valid photo identification, non-photo identification, or other documentation from any public or private school, including a home school, recognized by any state in the United States of America that reasonably establishes his or her identity.

**F. Criminal Background Check.**

The Sheriff shall perform a criminal background check on all Applicants.

**G. Applicant Shall Provide Sufficient Information.**

The Applicant shall provide his or her first and last name, middle initial, and date of birth. If this information is deemed insufficient by the Sheriff, the Applicant shall provide additional information sufficient to allow the Sheriff to conduct a criminal background check. If the Applicant does not provide sufficient information to allow the Sheriff to conduct a criminal background check, the Sheriff shall deny a Permit or a Temporary Permit.

**H. Applicant May Provide Social Security Number.**

To reduce the potential for confusion when running a criminal background check, the Applicant may choose to provide his or her Social Security Number. The Applicant's provision of his or her Social Security Number is optional, and shall not be required. However, if the Applicant cannot provide sufficient information other than his or her Social Security Number to allow the Sheriff to conduct a criminal background check, and the Applicant elects not to provide his or her Social Security Number, then the Sheriff shall deny a Permit or a Temporary Permit.

**I. No Permit Fee.**

No Applicant shall be charged a fee for a Permit.

**J. Lost Permit.**

If an Applicant loses a Permit, he or she may apply for a new Permit.

**K. Assistance with Application.**

The Sheriff shall provide reasonable assistance completing the Application to any

person who requests the same.

**L. List of Volunteers.**

The Sheriff shall maintain a list of organizations and/or volunteers, along with their contact information, who have asked the Sheriff to be put on a list of organizations and/or volunteers willing to assist Applicants free of charge. If the Sheriff is unable to provide the assistance needed by the Applicant, the Sheriff shall give a copy of the list to the Applicant.

**M. Temporary Permit.**

All Applicants who present a properly completed Application shall be issued a Temporary Permit. A Temporary Permit shall be good for fourteen (14) calendar days. A Temporary Permit shall state the date upon which it is granted, and the date upon which it expires.

**N. Extension of Temporary Permit.**

If the Sheriff has neither issued a Permit nor denied a Permit Application by the time a Temporary Permit expires, the Sheriff shall issue another Temporary Permit.

**O. Permit Expiration.**

A Permit shall be valid for one (1) year from the date of issuance. A Permit shall state the date upon which it is granted, and the date upon which it expires.

**P. Protective Vest.**

All individuals engaged in Solicitation under this Ordinance shall wear a reflective vest which meets the standards set by the North Carolina Department of Transportation at all times while engaged in Solicitation activities. Upon the issuance of a Permit, the Sheriff shall have available to Permittee's a vest which complies with these requirements which shall be available to Permittee without charge.

**Q. Protective Vest for Minor Accompanying a Solicitor.**

All children accompanying or being supervised by individuals engaged in Solicitation under this Ordinance shall wear a reflective vest which meets the standards set by the North Carolina Department of Transportation at all times while the person they are accompanying or being supervised by is engaged in Solicitation activities. Upon the issuance of a Permit, the Sheriff shall have available to all such minor children a vest which complies with these requirements, which shall be available to the minor child(ren) without charge so long as said minor child(ren) appear in person at the office of the Sheriff with the Permittee.

**R. Solicitor May Not Be Accompanied By Domestic Animals.**

No individual engaged in Solicitation under this Ordinance may be accompanied by any domestic animal if the individual is soliciting within fifteen (15) feet of a

road, street, or highway. Service Animals are exempt from this requirement.

## **ARTICLE VIII. PERMIT DENIAL AND REVOCATION**

### **A. Permit Denial.**

A Permit shall be denied if the Applicant has:

1. Failed to properly complete an Application;
2. Made a False Statement of Material Fact on his or her Application; or
3. Been convicted or has entered a plea of guilty or no contest upon which final judgment has been entered by a court of competent jurisdiction in this State, or any other state, involving a crime of violence, fraud, false pretenses, or a sexual offense; and (b) within ten (10) years if the offense was a felony, or within three (3) years if the offense was a misdemeanor.
4. An outstanding warrant for arrest or is a fugitive from justice

### **B. Permit Revocation.**

If a Permit Holder commits a Violation, the Sheriff shall revoke the Permit Holder's Permit. Upon notice of revocation, the Permit Holder shall immediately surrender the Permit to the Sheriff.

If a Permit is revoked for any reason, the Permit Holder shall not be eligible for a Permit for the following time periods:

1. Upon the first revocation, for one (1) month;
2. Upon the second revocation, for six (6) months; and
3. Upon the third revocation, for one (1) year.

### **C. False Statements.**

Any Applicant who makes a False Statement of Material Fact on an Application shall be guilty of violating this Ordinance, shall not be issued a Permit, and shall not be eligible for a Permit for a period of one (1) year from the initial date of application.

### **D. Notice of Denial.**

If a Permit is denied, the Sheriff shall issue a Notice of Denial to the Applicant, which shall contain the following:

1. The reason(s) for the denial;
2. The applicable section of this Ordinance used as a basis for the denial;
3. A Notice of Appeal Rights; and
4. How to obtain a copy of this Ordinance, including that the Applicant may obtain a free copy of this Ordinance from the Sheriff.

It shall be the duty of the Applicant to maintain a valid address with the Watauga County Sheriff's Office for purpose of receiving notice pursuant to this ordinance. Notice of Denial shall be sufficient if given to the Applicant in one (1) of the following manners:

1. By U.S. Mail, at the address shown on the Application;
2. If the Applicant does not provide an address serviced by the United States Postal Service; then by electronic mail, at the electronic mail address shown on the Application;
3. If the Applicant does not provide an address serviced by the United States Postal Service or an electronic mail address, service may be effectuated at the address listed by the applicant in his paperwork by any reasonable method.

## **ARTICLE IX. APPEAL OF DENIAL OR REVOCATION**

### **A. Appeal to Sheriff.**

Any Applicant may appeal the denial or revocation of a Permit to the Sheriff within ten (10) business days after the denial or revocation by notifying the Sheriff in writing or in person at the office of the Sheriff. The Sheriff shall schedule a Hearing with the Applicant, which hearing shall take place within two (2) business days. The Applicant may give testimony and present evidence at the hearing. The Sheriff shall issue a written decision within two (2) business days of the hearing.

If the Sheriff designates a person to hear the Appeal, the Sheriff shall appoint a person to hear the Appeal who is not the same person who initially denied or revoked the license, and who is not supervised by the person who initially denied or revoked the license.

### **B. Appeal to County Manager.**

Any Applicant may appeal a Decision of the Sheriff to the County Manager within ten (10) business days after the Sheriff's Decision is issued by delivering a written notice of appeal to the County Manager. The County Manager shall schedule a Hearing with the Applicant, which hearing shall take place within five (5) business days. The Applicant may give testimony and present evidence at the hearing. The County Manager shall issue a Final Decision within five (5) business days.

### **C. Appeal to District Court.**

Any Applicant may appeal a Final Decision of the County Manager by filing an appeal in District Court within thirty (30) calendar days after the Final Decision of the County Manager.

### **D. Providing Copy of Ordinance.**

The Sheriff shall provide to each Applicant one (1) copy of this Ordinance without charge upon the Applicant's written or verbal request.

## **ARTICLE X. PROHIBITED CONDUCT.**

A. No person shall engage in Solicitation as defined herein without first having obtained a permit as set forth herein.

B. It shall be unlawful for any person within the jurisdiction set forth in

this Ordinance to engage in any of the following activities:

1. Engage in Solicitation after a permit has been revoked or denied;
2. Use any words or language of a profane, vulgar, lewd, lascivious or indecent character, nature, or connotation;
3. Use any words or language threatening to inflict bodily harm to any person or to that person's child, sibling, spouse, or dependent or physical injury to the property of any person;
4. To follow or request repeatedly, whether or not conversation ensues, for the purpose of abusing, annoying, threatening, terrifying, harassing or embarrassing any person for financial gain;
5. To knowingly make any false statement concerning death, injury, illness, disfigurement, indecent conduct, criminal conduct, veteran status or housing status for financial gain;
6. Solicit during the period from sunset to sunrise;
7. Solicit while impaired by an intoxicating substance, including but not limited to alcohol, drugs, or prescription medications for which the Solicitator does not have a prescription; or
8. Solicit in violation of the terms of this Ordinance.
9. Fail to wear a protective safety vest at all times while engaged in Solicitation which meets the North Carolina Department of Transportation Standards for safety vests.

## **ARTICLE XI. ENFORCEMENT**

### **A. Warning Citation.**

The Sheriff shall issue one (1) Warning Citation to any person Soliciting without a Permit in violation of Section X.A of this Ordinance. If, after receiving one (1) Warning Citation, the Sheriff again finds the person Soliciting without a Permit, the Sheriff may proceed with penalties as set forth herein. Nothing contained in this section shall limit the sheriff from enforcement of an action in violation of the requirements of the permit or other conduct as set forth herein.

### **B. Penalties.**

Violation of this Ordinance shall be a Class 3 Misdemeanor. In addition, a violation of this ordinance may be enforced by any one or more of the remedies authorized by North Carolina Gen. Stat. § 153A-123.

**ARTICLE XII. MISCELLANEOUS**

**A. Severability.**

Should any portion of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

This Ordinance shall become effective thirty (30) days after its adoption.

This the \_\_\_ day of \_\_\_\_\_, 2016.

BY: \_\_\_\_\_  
Jimmy Hodges, Chairman  
Watauga County Board of Commissioners

I, Anita Fogle, Clerk of the Watauga County Board of Commissioners, do hereby attest that the foregoing ordinance was duly adopted by the governing body of Watauga County after lawful public notice and at a regular meeting thereof, a quorum being present.

This the \_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_(SEAL)  
Anita Fogle,  
Clerk to the Board

## **AGENDA ITEM 4:**

### **PUBLIC HEARINGS**

#### ***B. Public Hearing to Allow Citizen Comment on the Proposed Transfer of Property from the Beaver Dam Fire District to the Cove Creek Fire District***

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

Per Commissioner request, a public hearing has been scheduled to seek citizen comment on the proposed fire district boundary changes.

Upon closing of the public hearing the Board may adopt the changes as presented, schedule a work session to seek additional input, or take no action. In the event the Board adopts the recommended changes the effective date would be July 1, 2017.

Staff seeks Board direction.

## PUBLIC HEARING NOTICE

Pursuant to NC General Statute 153A-303 and 69-25.11, the Watauga County Board of Commissioners will hold a public hearing at 5:30 pm on Tuesday, October 18, 2016, to allow citizen comment on the proposed transfer of property from the Beaver Dam Fire District to the Cove Creek Fire District. Information regarding the proposed changes is available for public viewing on the County's website ([www.wataugacounty.org](http://www.wataugacounty.org)) and in the office of the Clerk to the Board of Commissioners located at 814 West King Street, Boone, North Carolina. The meeting will be held in the Commissioners' Board Room in the Watauga County Administration Building located at 814 West King Street, Boone, North Carolina.

Jimmy Hodges, Chairman  
Watauga County Board of Commissioners

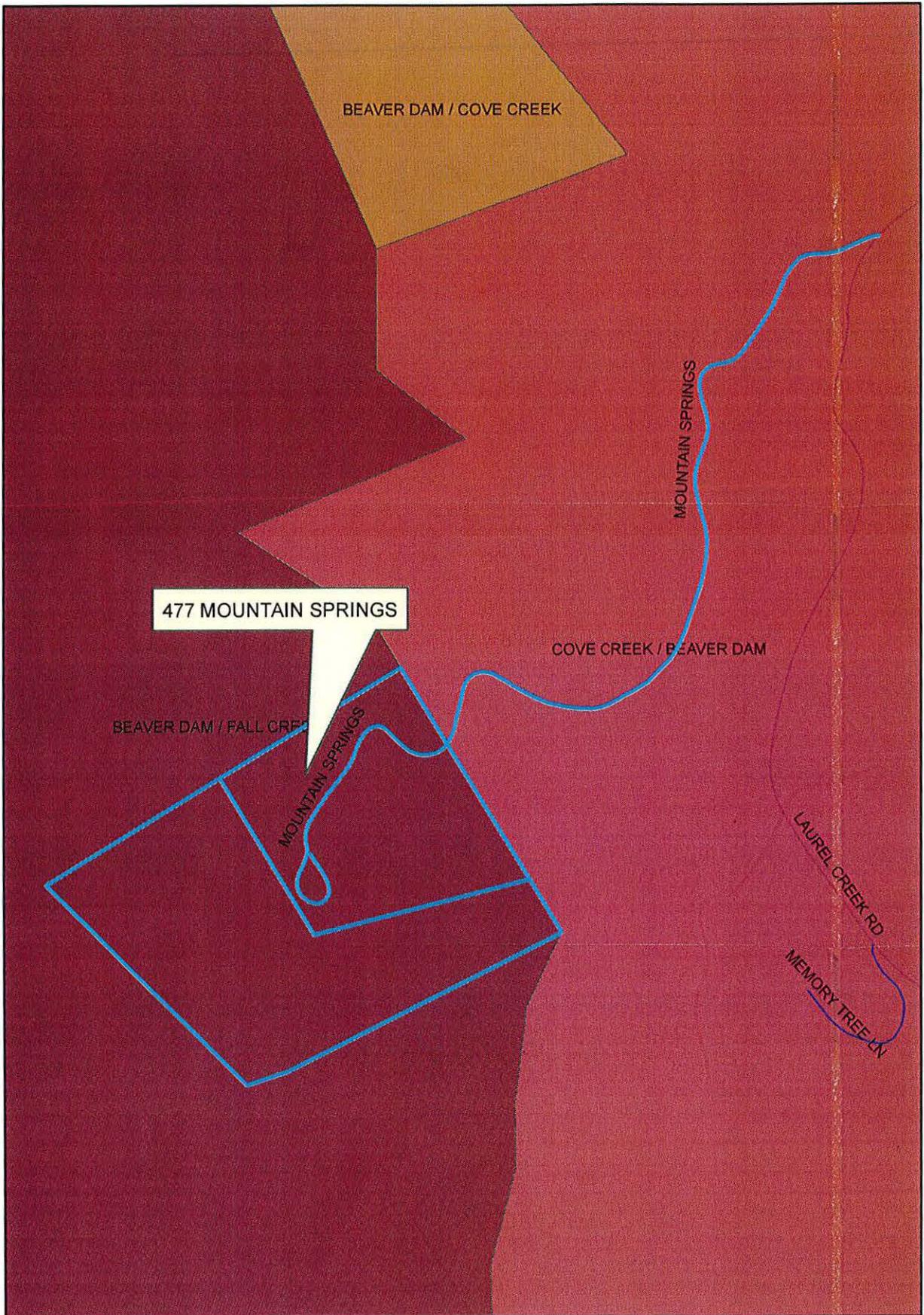
I, Terry Guy, Chief, Beaver Dam Volunteer Fire Department, agree to give the following parcels, currently in the Beaver Dam Fire District, to the Cove Creek Volunteer Fire Department represented by Terry Combs, Chief. These two parcels are adjoining parcels with the same owner and are only accessible off of Mountain Springs off of Laurel Creek Road, both of which are currently in Cove Creek Volunteer Fire Department's fire district.

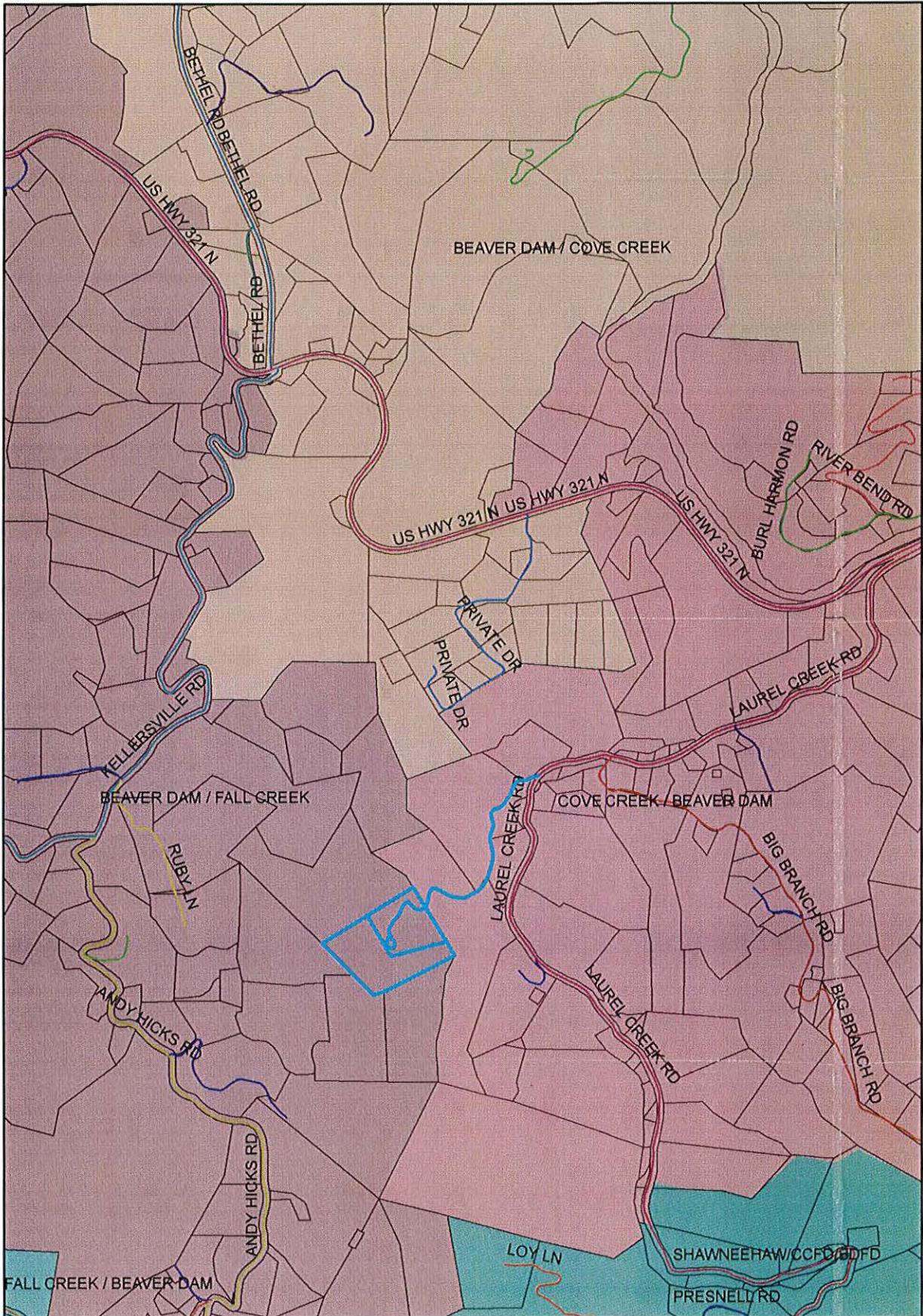
The two parcels to be moved from the Beaver Dam fire district to the Cove Creek fire district are as follows:

- 1952-40-9456-000 with a residence addressed at 477 Mountain Springs and
- 1952-40-6079-000.

Terry Guy 8/29/16  
Terry Guy, Chief, Beaver Dam Volunteer Fire Department Date

Terry Combs 8/30/16  
Terry Combs, Chief, Cove Creek Volunteer Fire Department Date





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**AGENDA ITEM 5:**

**SHERIFF'S OFFICE PATROL VEHICLE EQUIPMENT AND INSTALLATION BID  
AWARD**

**MANAGER'S COMMENTS:**

The Sheriff's Office will request to utilize the North Carolina Sheriff's Association bid for new equipment and installation for six (6) new patrol vehicles. The North Carolina Sheriff's Association awarded Dana Safety Supply the bid for equipment and installation. The cost for accessory equipment and installation per vehicle is slightly less than last year's amount.

Adequate funds are included in the Fiscal Year 2016-2017 budget to cover the expenditure. Board action is required to award the bid to Dana Safety Supply in the amount of \$32,532.72 for accessory equipment and installation for six (6) new vehicles.

Board action is required to award the bid.



# WATAUGA COUNTY SHERIFF'S OFFICE

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

LEN D. HAGAMAN, JR.  
SHERIFF



To: Deron Geouque, Watauga County Manager

From: Captain Kelly Redmon

Ref: Patrol Car up-fitting request

---

The Watauga County Sheriff's Office was approved to purchase six new patrol vehicles for FY 2016-17. The vehicles have been ordered and will require emergency equipment and radios be installed.

For FY 15-16 Dana Safety Supply has won the bid to provide and install all of the equipment in the new patrol vehicles. Dana Safety Supply has agreed to provide the same equipment, and install the equipment for a slightly less same price as FY-15-16. For this reason, we are requesting to piggy back from last FY pricing to provide the same equipment and services. The Watauga County Sheriff's office is satisfied with the performance and service we have received in the past. There are funds in the 2016-17 budget that support this request.

For FY 2015-16 the cost per vehicle was \$5,509.69

For FY 2016-17 the cost per vehicle is \$5,422.12 – This is due to competitive bidding for vehicle up fit from the NC Sheriff's Association Bid that falls under Vehicle Procurement.

The total for up fitting 6 vehicles is \$32,532.72

FY 2016-17

**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
**GREENSBORO, NC 27409**

# Sales Quote

Telephone: 800-845-0405

Sales Quote No.	188175-A
Customer No.	WATAU

Bill To
WATAUGA CO SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE 184 HODGES GAP ROAD BOONE, NC 28607

Ship To
WATAUGA CO SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE 184 HODGES GAP ROAD BOONE, NC 28607

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/07/16	GROUND	FOB DEST		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Dempsey Owens	Dempsey Owens - Greensboro	CAPT. KELLY REDMON			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	Y	EVP WEC EMERGENCY VEHICLE PRODUCTS Warehouse: GBOR	1,521.0000	9,126.00
			NCSA CONTRACT #37		
6	6	Y	IX34UFZBB ✓ WEC INNER EDGE - ALL BLUE W/TD'S 2012+ PIUT Warehouse: GBOR	0.0000	0.00
			INCLUDED IN EVP VEHICLE - 2016-2017 FORD SUV INCLUDES FLASHING TAKE DOWN LIGHTS *****		
6	6	Y	DP603300 ✓ WEC DOMINATOR PLUS 3 BLUE, 3 AMBER Warehouse: GBOR	0.0000	0.00
			INCLUDED IN EVP		
6	6	Y	DBKT4 WEC L-ANGLE MTG BRACKET KIT FOR DOMINATOR (2 BRKTS) Warehouse: GBOR	0.0000	0.00
			INCLUDED IN EVP		

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 Telephone: 828-264-3761  
 E-mail:

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 Telephone: 828-264-3761  
 E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/07/16	GROUND	FOB DEST		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Dempsey Owens	Dempsey Owens - Greensboro	CAPT. KELLY REDMON			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
24	24	Y	WEC-ION ✓ Whelen ION Led, Black Housing & Universal Mount Blue Warehouse: GBOR INCLUDED IN EVP ***IONS REPLACE VTX609S*** IONS 2 SIDE CARGO WINDOWS 2 NEAR THE LICENSE PLATE	0.0000	0.00
6	6	Y	WEC-295SLSA6 ✓ Whelen 100/200W Scan-Lock Self-Contained Siren/Switch Warehouse: GBOR INCLUDED IN EVP	0.0000	0.00
6	6	Y	SA315P ✓ Whelen 100W Compact Black Composite 122DB Speaker Warehouse: GBOR INCLUDED IN EVP	0.0000	0.00
6	6	Y	SAK44 ✓ WEC SA315P MTG KIT FOR 2013+ PIUT & 2011+ EXPLORER Warehouse: GBOR INCLUDED IN EVP	0.0000	0.00
12	12	Y	MCRNTB ✓ Whelen Micron Stud Mount - Blue Warehouse: GBOR GRILL	75.0000	900.00

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**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/07/16	GROUND	FOB DEST		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Dempsey Owens	Dempsey Owens - Greensboro	CAPT. KELLY REDMON			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	Y	VMFX11BC ✓ WEC FORD EXPLORER 2011+ AND PIUT 2013-2015 Warehouse: GBOR	335.1900	2,011.14
6	6	Y	MIRRORS 7170-0166 ✓ GJ UTILITY INTERCEPTOR CONSOLE PACKAGE Warehouse: GBOR  INCLUDES: *7160-0411 - NO DRILL VEHICLE SPECIFIC CONSOLE, INCLUDES RELOCATION OF OEM 12V & USB/MP3 PLUGS. * 7160-0220 - 9"-13" ADJUSTABLE LOCKING SLIDE ARM - W/360-DEGREE MONGOOSE TILT-SWIVEL * 7160-0411 - ADJUSTABLE ARM REST & DUAL INTERNAL CUP HOLDER * EQUIPMENT BRACKET FACEPLATES FOR THE FOLLOWING:  * (SPECIFY RADIO) ***7140-0307 WHELEN 295SLSA6***  * (SPECIFY SIREN) ***7140-0438 MOTORLA PLI500***  * ALSO ANY NECESSARY BLANK FILLER PANELS	443.6400	2,661.84

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**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
**GREENSBORO, NC 27409**

# Sales Quote

Telephone: 800-845-0405

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**Telephone:** 828-264-3761  
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Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/07/16	GROUND	FOB DEST		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Dempsey Owens	Dempsey Owens - Greensboro	CAPT. KELLY REDMON			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	Y	7160-0250 ✓ GJ NOTEPAD-5 UNIVERSAL COMPUTER CRADLE Warehouse: GBOR WILL ADJUST FOR COMPUTERS WITH THE FOLLOWING: WIDTH - 10.62 TO 16.5 INCHES THICKNESS - UP TO 1.50 INCHES DEPTH - 9.00 TO 12.38 INCHES *****	169.1800	1,015.08
6	6	Y	WK0514ITU12 ✓ SMC VERTICAL STEEL WINDOW BARS FOR 2013+ FORD PIUT Warehouse: GBOR NCSA CONTRACT #60 STATE VEHICLE YEAR - 2016-2017 FORD SUV *****	123.0000	738.00
6	6	Y	PK0123ITU122ND ✓ SMC 12-VS EXP MTL CARGO BARRIER 2012+ FORD PIUT Warehouse: GBOR NCSA CONTRACT #60 STATE VEHICLE YEAR - 2016-2017 FORD SUV *****	234.0000	1,404.00

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**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
**GREENSBORO, NC 27409**

Telephone: 800-845-0405

Sales Quote No.	188175-A
Customer No.	WATAU

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WATAUGA CO SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE 184 HODGES GAP ROAD BOONE, NC 28607

Ship To
WATAUGA CO SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE 184 HODGES GAP ROAD BOONE, NC 28607

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/07/16	GROUND	FOB DEST		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Dempsey Owens	Dempsey Owens - Greensboro	CAPT. KELLY REDMON			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	Y	PK1126ITU12SCA SMC #10X-RPL CTD POLY, 2013+ PIUT W/ XP MTL WINDOW CVR  Warehouse: GBOR 2013+ FORD INTERCEPTOR - SUV.#10XL Coated Polycarbonate XL (Xtra Legroom) Partition. Include Recessed Panel & Lower Extension Panels Expanded metal cover over horizontal sliding window opening. *****	522.0400	3,132.24
6	6	Y	75456 SLI STINGER DS HL W/12VDC CHGR (NMH BATTERY) ✓  Warehouse: GBOR 640 LUMEN LIGHT OUTPUT *****	106.7400	640.44
6	6	Y	C-LP-3 HAV 2 PLATE W/ THREE 12VDC LIGHTER OUTLETS  Warehouse: GBOR	28.3500	170.10
6	6	Y	TK0476ITU12 ✓ SMC E-Z Lift Cargo Tray 2012-17 Interceptor SUV  Warehouse: GBOR 2016-2017 FORD SUV	313.9800	1,883.88
6	6	Y	INSTALL KIT ✓ MISC INSTALLATION SUPPLIES I.E.  Warehouse: GBOR LOOM, WIRE, HARDWARE, CONNECTORS, BREAKER, ETC *****	75.0000	450.00

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**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
**GREENSBORO, NC 27409**

# Sales Quote

Telephone: 800-845-0405

Sales Quote No.	188175-A
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**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
10/07/16	GROUND	FOB DEST		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Dempsey Owens	Dempsey Owens - Greensboro	CAPT. KELLY REDMON			
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
6	6	N	INSTALL <input checked="" type="checkbox"/> DSS INSTALLATION OF EQUIPMENT Warehouse: GBOR INCLUDES INSTALL THE FOLLOWING RADIOS SUPPLIED BY CUSTOMER ANTENNA SUPPLIED BY CUSTOMER GRAPHICS SUPPLIED BY CUSTOMER ALL VEHICLES ARE 2016 INTERCEPTOR SUV Approved By: _____ <input type="checkbox"/> Approve All Items & Quantities Quote Good for 30 Days	1,400.0000	8,400.00

<b>Print Date</b>	10/07/16
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<b>Subtotal</b>	32,532.72
<b>Freight</b>	0.00
<b>6.750 % Sales Tax</b>	1,628.96
<b>Order Total</b>	34,161.68

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FY 2015-16

**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
**GREENSBORO, NC 27409**

# Sales Order

Telephone: 800-845-0405

Sales Order No.	174373
Customer No.	WATAU

Bill To
WATAUGA CO SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE 184 HODGES GAP ROAD BOONE, NC 28607

Ship To
WATAUGA CO SHERIFF'S DEPARTMENT DSS GREENSBORO INSTALL USA

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

**Contact:** CAPTAIN REDMON  
**Telephone:** 828-264-3761  
**E-mail:**

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
03/21/16	GROUND	FOB DESTINATION		NET 30	
Entered By		Salesperson	Ordered By	Resale Number	
Dempsey Owens		Dempsey Owens - Greensboro	CAPT. KELLY REDMON		
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
✓ 2	2	Y	IX34UFZBB WEC INNER EDGE - ALL BLUE W/TD'S 2012+ PIUT Warehouse: GBOR	602.1600	1,204.32
			VEHICLE - INCLUDES FLASHING TAKE DOWN LIGHTS *****		
2	2	Y	DP603300 ✓ WEC DOMINATOR PLUS 3 BLUE, 3 AMBER Warehouse: GBOR	543.4300	1,086.86
2	2	Y	DBKT4 ✓ WEC L-ANGLE MTG BRACKET KIT FOR DOMINATOR (2 BRKTS) Warehouse: GBOR	13.9400	27.88
8	8	Y	IONB ✓ Whelen Blue ION LED, Black Housing & Universal Mount Warehouse: GBOR	75.0000	600.00
2	2	Y	IONBKT1 ✓ WEC ION LICENSE PLATE BRACKET (HORIZ) Warehouse: GBOR	18.6900	37.38
4	4	Y	MCRNTB ✓ Whelen Micron Stud Mount - Blue Warehouse: GBOR	75.0000	300.00

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Print Time	09:38:07 AM
Page No.	1

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# Sales Order

**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
**GREENSBORO, NC 27409**

Telephone: 800-845-0405

<b>Sales Order No.</b>	174373
<b>Customer No.</b>	WATAU

Bill To
WATAUGA CO SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE 184 HODGES GAP ROAD BOONE, NC 28607

Ship To
WATAUGA CO SHERIFF'S DEPARTMENT DSS GREENSBORO INSTALL USA

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

**Contact:** CAPTAIN REDMON  
**Telephone:** 828-264-3761  
**E-mail:**

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
03/21/16	GROUND	FOB DESTINATION		NET 30	
Entered By		Salesperson	Ordered By	Resale Number	
Dempsey Owens		Dempsey Owens - Greensboro	CAPT. KELLY REDMON		
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	VMFX11BC ✓ Delivery Info: 232196 WEC FORD EXPLORER 2011-15 AND PIUT 2013-2015 Warehouse: GBOR	335.1900	670.38
2	2	Y	295SLSA6 ✓ WHELEN 100/200W Scan-Lock Self-Contained Siren/Switch Warehouse: GBOR	320.0000	640.00
2	2	Y	SA315P ✓ Whelen 100W Compact Black Composite 122DB Speaker Warehouse: GBOR	125.0000	250.00
2	2	Y	SAK44 WEC SA315P MTG KIT FOR 2013+ PIUT & 2011+ EXPLORER Warehouse: GBOR	21.9600	43.92

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<b>Print Time</b>	09:38:07 AM
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**Contact:** CAPTAIN REDMON  
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Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
03/21/16	GROUND	FOB DESTINATION		NET 30	
Entered By	Salesperson	Ordered By	Resale Number		
Dempsey Owens	Dempsey Owens - Greensboro	CAPT. KELLY REDMON			
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	7170-0166 ✓ GJ UTILITY INTERCEPTOR CONSOLE PACKAGE Warehouse: GBOR  INCLUDES: *7160-0411 - NO DRILL VEHICLE SPECIFIC CONSOLE, INCLUDES RELOCATION OF OEM 12V & USB/MP3 PLUGS. * 7160-0220 - 9"-13" ADJUSTABLE LOCKING SLIDE ARM - W/360-DEGREE MONGOOSE TILT-SWIVEL * 7160-0411 - ADJUSTABLE ARM REST & DUAL INTERNAL CUP HOLDER * EQUIPMENT BRACKET FACEPLATES FOR THE FOLLOWING:  * (SPECIFY RADIO) ***7140-0307 WHELEN 295SLSA6***  * (SPECIFY SIREN) ***7140-0438 MOTORLA PLI500***  * ALSO ANY NECESSARY BLANK FILLER PANELS 7160-0250 ✓ Delivery Info: 232199 GJ NOTEPAD-5 UNIVERSAL COMPUTER CRADLE Warehouse: GBOR  WILL ADJUST FOR COMPUTERS WITH THE FOLLOWING: WIDTH - 10.62 TO 16.5 INCHES THICKNESS - UP TO 1.50 INCHES DEPTH - 9.00 TO 12.38 INCHES ***** *****	446.0300	892.06
2	2	Y	7160-0250 ✓ GJ NOTEPAD-5 UNIVERSAL COMPUTER CRADLE Warehouse: GBOR  WILL ADJUST FOR COMPUTERS WITH THE FOLLOWING: WIDTH - 10.62 TO 16.5 INCHES THICKNESS - UP TO 1.50 INCHES DEPTH - 9.00 TO 12.38 INCHES ***** *****	169.8700	339.74

<b>Print Date</b>	04/11/16
<b>Print Time</b>	09:38:07 AM
<b>Page No.</b>	3

Printed By: MIKE BARNWELL

Continued on Next Page

# Sales Order

**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
**GREENSBORO, NC 27409**

Telephone: 800-845-0405

<b>Sales Order No.</b>	174373
<b>Customer No.</b>	WATAU

Bill To
WATAUGA CO SHERIFF'S DEPARTMENT ACCOUNTS PAYABLE 184 HODGES GAP ROAD BOONE, NC 28607

Ship To
WATAUGA CO SHERIFF'S DEPARTMENT DSS GREENSBORO INSTALL USA

**Contact:**  
**Telephone:** 828-264-3761  
**E-mail:**

**Contact:** CAPTAIN REDMON  
**Telephone:** 828-264-3761  
**E-mail:**

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
03/21/16	GROUND	FOB DESTINATION		NET 30	
Entered By		Salesperson	Ordered By	Resale Number	
Dempsey Owens		Dempsey Owens - Greensboro	CAPT. KELLY REDMON		
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	WK0514ITU12 ✓ SMC VERTICAL STEEL WINDOW BARS FOR 2013+ FORD PIUT Warehouse: GBOR STATE VEHICLE YEAR - *****	131.5100	263.02
2	2	Y	PK0123ITU122ND SMC 12-VS EXP MTL CARGO BARRIER 2012+ FORD PIUT Warehouse: GBOR STATE VEHICLE YEAR - *****	251.0600	502.12
2	2	Y	PK1126ITU12SCA ✓ Delivery Info: 232195 SMC #10X-RPL CTD POLY, 2013+ PIUT W/ XP MTL WINDOW CVR Warehouse: GBOR 2013+ FORD INTERCEPTOR - SUV.#10XL Coated Polycarbonate XL (Xtra Legroom) Partition. Include Recessed Panel & Lower Extension Panels Expanded metal cover over horizontal sliding window opening. *****	527.9100	1,055.82
2	2	Y	75456 SLI STINGER DS HL W/12VDC CHGR (NMH BATTERY) ✓ Warehouse: GBOR 640 LUMEN LIGHT OUTPUT *****	107.9400	215.88

<b>Print Date</b>	04/11/16
<b>Print Time</b>	09:38:07 AM
<b>Page No.</b>	4

Printed By: MIKE BARNWELL

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# Sales Order

**DANA SAFETY SUPPLY, INC**  
**5221 W. MARKET ST**  
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**Contact:** CAPTAIN REDMON  
**Telephone:** 828-264-3761  
**E-mail:**

Order Date	Ship Via	F.O.B.	Customer PO Number	Payment Method	
03/21/16	GROUND	FOB DESTINATION		NET 30	
Entered By		Salesperson	Ordered By	Resale Number	
Dempsey Owens		Dempsey Owens - Greensboro	CAPT. KELLY REDMON		
Order Quantity	Open Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	Y	MISC MISC INSTALL PARTS Warehouse: GBOR	45.0000	90.00
2	2	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: GBOR	1,400.0000	2,800.00
ALL VEHICLES ARE 2016 INTERCEPTOR SUV					

<b>Print Date</b>	04/11/16
<b>Print Time</b>	09:38:07 AM
<b>Page No.</b>	5

<b>Amount Shipped</b>	0.00
<b>Open Order</b>	11,019.38

<b>Subtotal</b>	11,019.38
<b>Freight</b>	0.00
<b>6.750 % Sales Tax</b>	554.81
<b>Order Total</b>	11,574.19

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**AGENDA ITEM 6:**

**ECONOMIC IMPACT OF A RECREATION CENTER**

**MANAGER'S COMMENTS:**

Dr. Scott St.Clair and Mr. John Whitehead will present information regarding the potential impact of a recreation center should one be constructed.

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

### **A Benefit-Cost Analysis of the Proposed Watauga County Recreation Center**

The proposed Watauga Country Recreation Center is a 71,000 square foot facility featuring a recreational pool, competition pool, baseball fields, basketball courts, tennis courts, and a new parking area. The estimated cost for the aquatic center is about \$14.5 million and the remaining facilities have an estimated cost of \$11.625 million. The total estimated cost for this facility is \$26.125 million spread over multiple years. These costs cover the renovation of existing parks and the construction of new facilities. Based on a review of the economics literature of similar recreation centers we estimate that benefits that will flow to users of the recreation center in the form of community, economic and health impacts and compare these to the costs.

Considering community benefits, the recreation center will attract daily users who will pay a monthly fee. The difference between what these users are willing and able to pay and what they actually pay as a monthly fee is the consumer surplus. Consumer surplus is the conceptual approach taken for estimating the economic benefits for benefit-cost analysis. In order to estimate consumer surplus we constructed a demand curve using data from a survey conducted for Watauga County Parks and Recreation. Survey participants indicated whether or not they would support a membership if the price were either \$20 or \$30 per month. The first demand curve was based on those who “strongly agreed” that they would pay each fee. Thirty-one percent strongly agreed that they would pay \$20 per month while 19% strongly agreed that they would pay \$30 per month. An estimate of the number of households that would use the recreation center at a fee of \$20 per month is equal to the percentage who responded strongly agree to paying and the number of households in Watauga County. This estimate is 3136 households. From this demand curve we estimate that the average consumer surplus per household is \$12.50 per month. Taking the product of the annual consumer surplus per household and the number of households, we estimate a total annual consumer surplus of \$470,400. We calculate the present discounted value (PDV) over 30 years at a discount rate of 5% and estimate \$7.2 million in community benefits. A higher demand curve for monthly visits includes those who “agreed” (a weaker indicator of preferences) as well as those who “strongly agreed” that they would pay each price. Sixty-eight percent of participants agreed or strongly agreed that they would pay \$20 per month, while 59% agreed or strong agreed that they would pay \$30 per month. Using this we estimate that monthly users could range up 6776. If we add these additional households and conservatively use the \$12.50 consumer surplus estimate, the PDV of consumer surplus would range up to \$15.6 million.

Economic impacts capture the increase of spending in a local economy from visitors to the area. This type of spending in an economy is not a substitute of normal spending from locals but rather an increase in total spending. Economic impact studies also take into account a multiplier effect, which is when \$1 spent creates additional economic spending elsewhere in the local economy. For example, when non-locals stay in hotels, the hotel revenue is paid to hotel employees in the form of wages, who then spend money in the local economy. We estimate the economic impact of a youth

sporting event (e.g., a swim meet) to have an economic impact of \$121,000 based on a previous study done for a soccer tournament hosted by the High Country Soccer Association that used a multiplier of 1.48. We conservatively assume that the Watauga recreation center will host a minimum of 4 events each year with a mixture of volleyball and basketball tournaments and swim meets. We discount each economic impact value by 5% over 30 years and then sum the discounted present values from each year to create a total benefit value of the recreation center. Using these assumptions, the total economic impact of the recreation center would be \$7.4 million. By performing a sensitivity analysis and increasing the number of events to 7 events per year and increasing the per event economic impact by 100% would lead to a present discounted value of \$14.9 million.

We constructed health care savings estimates for two different age groups of recreation center users. For those 65 and older we estimated annual health savings between \$500 and \$750 per person. When aggregated over a 30 year time period, the estimated present discounted value (PDV) of health savings for an individual in this age group ranged from \$7686 to \$11,529 using a 5% discount rate. For those younger than 65 we estimated annual health savings between \$250 and \$375 annually. The estimated PDV of health savings over a 30 year period for an individual in this age group ranged from \$3843 to \$5765. Using data from the U.S. Census, we estimate that 14% of the recreation center users would be 65 or older. We use the estimates of the total number of recreation center users from above and assume that between 10% and 25% would enjoy health care savings. We constructed a range of health care savings estimates from the proposed recreation center over a 30 year period using a 5% discount rate. The most conservative estimate was \$1.3 million, estimating that 10% of the 3136 users would enjoy savings and that use of the facilities saved \$285. When the estimated number of users was raised to 6776, changing the estimated percentage of users with health savings to 25% yielded a present discounted value of total aggregate health savings of \$10.9 million.

In order to determine the discounted present value of aggregate benefits acknowledging the large amount of uncertainty around these assumptions and estimates we conduct a Monte Carlo simulation over the sum of the present value of aggregate benefits in each benefit category. We impose no distributional assumptions over the range of benefit estimates. Instead, we randomly draw a value from the range of the sum of the present values in each benefit category. This is known as the uniform distribution. Community benefits are estimated to range from \$7.2 million to \$15.6 million. Economic impacts are estimated to range from \$7.4 million to \$14.9 million. The health care savings benefits are estimated to range from \$1.3 million to \$10.9 million. The average of 1000 draws from the sum of the uniform distributions is \$36.26 million with a 90% confidence interval of \$26.51 million and \$46.34. Comparing these estimates to the cost of the recreation center the present discounted value of the net benefits is \$10.135 million. Since the lower point of the 90% confidence interval is greater than the cost estimate, we conclude that we can be 90% certain that the benefits exceed the costs given our assumptions and estimates.

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*This is a project of the Appalachian State University Student Chapter of the National Association for Business Economics. Will Blackwood, Matt Drake, Brittany Ramsey, Ben Sullivan, Evan Truxton and Bobby Weant were the analysts for this report. Contact: John Whitehead, Professor of Economics, (828)262-6121 or [whiteheadjc@appstate.edu](mailto:whiteheadjc@appstate.edu).*

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**AGENDA ITEM 7:****NCDOT AGREEMENT REGARDING THE REPLACEMENT OF THE BRIDGE  
LOCATED AT HIGHWAY 321 AND AHO ROAD****MANAGER'S COMMENTS:**

Recently the Middle Fork Greenway Association was made aware of the plans by NCDOT to replace the bridge located at Highway 321 and Aho Road. The greenway plans originally called for the trail to go over the bridge. However, with NCDOT now replacing the bridge, the opportunity exists to locate the trail under the bridge allowing for a safer and more user friendly crossing. In order for the trail to go under the bridge, NCDOT would require a forty percent (40%) match. Staff understands that the Middle Fork Greenway Association is willing to cover this cost and change orders that may occur with the trail relocation. However, the County would still be required to be the signatory on the agreement. Currently, the projected match is estimated at \$160,000. The Middle Fork Greenway Association has received \$200,000 in funding from the County TDA and the County received \$100,000 to be used for the Middle Fork Greenway.

Mr. Furman is in the process of securing the NCDOT agreement and a formal letter from the Middle Fork Greenway committing to the forty percent (40%) match and change orders that may occur with the trail relocation. This request would have been submitted at the Board's November meeting but NCDOT is in the bidding process and needs a response quickly to not impact their timetable.

Staff will be requesting Board authorization, contingent upon County Attorney review, to enter into an agreement with NCDOT regarding the bridge replacement located at Highway 321 and Aho Road with the Middle Fork Greenway Association to cover the required forty percent (40%) match.

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**AGENDA ITEM 8:****PAVING BID AWARD FOR MEDIC BASE 3****MANAGER'S COMMENTS:**

Mr. Marsh, Watauga County Maintenance Director, will present bids for the paving at the new Medic Base 3. County personnel recently finished the final grade and are now requesting to pave the parking lot. Quotes for paving could not be obtained until finish grade was completed. Bids were still being solicited during the preparation of this packet and will be completed by Monday, October 17, 2016. Time is of the essence and this request could not wait until the Board's November meeting. The opening of the facility is still scheduled for January 1, 2017 and deferring the paving of the facility could delay the opening of the facility.

Staff will email the final quotes received on Monday, October 17, 2016. Board action will be requested to award the bid to the lowest responsive bidder for paving at Medic Base 3.

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**AGENDA ITEM 9:**

**BUDGET AMENDMENTS**

**MANAGER'S COMMENTS:**

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

Board approval is requested.



## WATAUGA COUNTY FINANCE OFFICE

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

### MEMORANDUM

**TO:** Deron T. Geouque, County Manager  
**FROM:** Margaret Pierce, Finance Director  
**SUBJECT:** Budget Amendments - FY 2016/17  
**DATE:** October 12, 2016

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

<u>Account #</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
103586 332004	Senior Center Grant		14,503
105550 449900	Senior Center Grant	14,503	

To recognize the acceptance of the Senior Center grant funds. County dollars required as match funds are already in the POA budget.

103980 398121	Transfer from Capital Projects Fund		290,250
105911 470050	Computer/Technology Request	290,250	
213991 399101	Fund Balance Appropriation		290,250
219800 498010	Transfer to General Fund	290,250	

To allocate funds from CIP set aside funds for projects as requested by the Watauga County School system for technology.

**AGENDA ITEM 10:****MISCELLANEOUS ADMINISTRATIVE MATTERS*****A. Property Donation*****MANAGER'S COMMENTS:**

The County Manager was contacted by Richard Promin, who wishes to donate property which he owns to the County. He is the owner of a one acre lot located in Saddle Hill (221 Blowing Rock) area. The tax value is \$52,000 on the lot. Taxes are current. Staff is unaware of any liens on the property or any property owner's association dues. Mr. Promin has spoken with the Blue Ridge Parkway and they indicated there were no funds available to pay for the necessary requirements to accept the donation. Staff contacted the Blue Ridge Conservancy who had no interest in the property.

Direction from the Board is requested to accept the donation of the lot or decline the offer.

**Richard E. Promin, M.D.**  
**2210 Southeast Laurel Run Drive**  
**Ocala, Florida 34471-8394**

Re. Parcel/Account: 2808-00-5791-000  
Registration ID: 2634-9575-33TJ  
Property Description: Adj Saddle Hills

September 29, 2016

Deron Geouque,  
Watauga County Manager  
842 W. King Street, Ste 21  
Boone NC 28607-3485

Dear Mr. Geouque,

To follow up on your phone conversation with my wife, Joan, on September 28, 2016, I would like to have approval from the County Commission to donate the above-referenced property to County ownership.

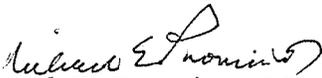
This property is adjacent to Moses Cone National Park. When my wife and I purchased this property many years ago, it had been surveyed and platted by James Barker. Mr. Barker did not perform an accurate survey, and thus, a small portion of the access road infringed, by several feet, into the National Park land.

In the intervening years, the access has become overgrown. The only adjacent property owner refuses to grant us access across their property.

We have carefully reviewed our options which have included donating the property to Moses Cone Park. The agent for the Parks System agreed to accept the land; however, the funds were not available to her to follow the government protocol required prior to taking title. We also investigated a donation to the area Land Trust. This, too, was not a viable option.

I do not wish to default on our taxes; therefore, I am asking the Watauga County Commission to allow the County attorney, Stacy Eggers IV, to draw up the documents allowing the title to the land to be acquired by the county.

Many thanks for your help and consideration.

  
Richard E. Promin, M.D.

Watauga County, NC - Production - Home

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**iasWorld**  
a tyler appraisal & tax solution

**Watauga County, NC - Production**

Dashboard Maintain **Property Records** Inquire Ana

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Profile  
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Commercial  
OBY  
Permits  
Land  
Sketch  
Full Legal  
Agricultural  
**Map**  
Photos  
Documents  
Exemptions  
Parcel Tree  
Values  
Dept. Comments  
Public Comments

PARID: 2808005791000  
NBHD: 0320  
PROMIN, RICHARD EDWARD TRUSTEE

- enter a parcel id -

1898-91-3396-000 1898-91-6411-000 1898-91-7290-000  
1898-91-317-000 1898-91-5229-000 1898-91-9129-000 2808-01-1398-000 2808-01-2380-000  
1898-91-3258-000 1898-91-6245-000  
1898-91-5201-000 1898-91-8100-000 2808-01-2214-000 1898-91-9019-000  
1898-91-4181-000 1898-91-6124-000 2808-01-1196-000 2808-01-3171-000  
1898-91-7091-000 2808-01-1170-000  
1898-90-6909-000 1898-91-9002-000 2808-01-1058-000  
1898-90-8905-000 1898-90-9916-000  
1898-90-3847-000 1898-90-6838-000 1898-90-9816-000 2808-01-1020-000 2808-00-3924-000 2808-00-5953-000  
1898-90-7890-000 2808-00-2747-000 2808-00-4807-000  
1898-90-7899-000 2808-00-1607-000  
1898-90-7881-000 1898-90-9711-000 2808-00-4579-000  
1898-90-0857-000 1898-90-7511-000 1898-90-9417-000 2808-00-4512-000  
1898-80-7792-000 1898-90-6454-000 1898-90-9347-000  
1898-90-5396-000 1898-90-7389-000 1898-90-9347-000 2808-00-2316-000  
1898-90-7239-000 2808-00-4089-000 2807-09-8990-000  
1897-99-8874-000 1898-90-6235-000 2808-00-2062-000



<b>Land Description: LUC: R00 NBHD: 0320 Saddle Hills</b>								
<b>N-Fact:</b>	<b>Topo1:</b> below street	<b>Topo3:</b>	<b>Road 1:</b> landlocked/no					
<b>Zoning:</b>	<b>Topo2:</b> rolling	<b>Traffic:</b>	<b>Road 2:</b>					
<b>L#</b>	<b>Typ</b>	<b>Code</b>	<b>Desc</b>	<b>Size</b>	<b>BaseRate</b>	<b>Adj</b>	<b>AdjRate</b>	<b>Value</b>
1	A	A1	Primary Res Site	1.0000	65000	-20	52000	52,000
<b>Total Parcel Size:</b>			AC 1.0000	Rate/AC 52,000.00	Value		52,000	

Ag Use	LN	Soil	Acres	Rate	Value
					Value

**Comments:**

#	Comment

**OB&Y**

L#	Code	Yr Blt	Eff Yr	W x L	Area	Grd	Units	Mod Cd	Rate	Ovrd Rte	RCN	Cnd	Funct	%Cmp	%Gd	RCNLD
				x												
				x												
				x												
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				x												
<b>Total:</b>																

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**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

***B. Proposed Update to County Management and Sheriff's Office Records Retention and Disposition Schedule***

**MANAGER'S COMMENTS:**

The Government Records Section of the State Archives of North Carolina has sent amendments that are now available to the County Management and Sheriff's Office records retention schedules. These amendments clarify the retention for 911 calls received as text messages and reflect the legislation governing body-worn cameras for law enforcement personnel, which went into effect October 1, 2016.

Board action is required to adopt the changes to the County Management and Sheriff's Office records retention schedules as presented.

**Anita.Fogle**

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**From:** Felder, Rashida <Rashida.Felder@ncdcr.gov>  
**Sent:** Friday, September 30, 2016 2:31 PM  
**To:** County Clerks in North Carolina  
**Subject:** [countyclerks] Records Schedule Amendments Available

Hello,

The Government Records Section of the State Archives of North Carolina would like to announce that amendments are now available to the records retention schedules listed below. These amendments clarify the retention for 911 calls received as text messages and reflect the legislation governing body-worn cameras for law enforcement personnel, which will go into effect October 1, 2016.

SCHEDULE	CHANGE	LINK
County Management	Text to 911	<a href="http://archives.ncdcr.gov/Portals/3/PDF/schedules/Amendments/Emergency_Services_Amendments_04-29-124923-330">http://archives.ncdcr.gov/Portals/3/PDF/schedules/Amendments/Emergency_Services_Amendments_04-29-124923-330</a>
County Sheriff's Office	Audio Visual Recordings	<a href="http://archives.ncdcr.gov/Portals/3/PDF/schedules/Amendments/County_Sheriff_amend_10-1-2016_090157-373">http://archives.ncdcr.gov/Portals/3/PDF/schedules/Amendments/County_Sheriff_amend_10-1-2016_090157-373</a>

Once your county has approved the amendments, please remember to send a copy of your signature page to the Government Records Section at the address or fax number below, or email a copy to a [Records Management Analyst](#).

**Government Records Section**  
**4615 Mail Service Center**  
**Raleigh, NC 27699-4615**  
**Fax: 919.715.3627**

If you have any questions or concerns about any of the new amendments, please contact the Government Records Section at (919) 807-7350.

Thank you,  
Rashida

**Rashida Felder**  
Records Management Analyst  
Division of Archives and Records  
North Carolina Department of Natural and Cultural Resources

919 807 7364 office  
919-715-3627 fax  
[rashida.felder@ncdcr.gov](mailto:rashida.felder@ncdcr.gov)

215 N. Blount St.  
4615 Mail Service Center  
Raleigh, North Carolina 27699-4615



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## County Management Records Retention Schedule Amendment

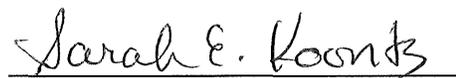
Amending the County Management Records Retention and Disposition Schedule published April 15, 2013.

### STANDARD 6. EMERGENCY SERVICES RECORDS

Amending Item 1, 911 Recordings as shown on substitute page 43 and Item 13, Emergency Notifications as shown on substitute pages 45 and 45a.

### APPROVAL RECOMMENDED

\_\_\_\_\_  
Chief Administrative Officer/  
County Manager



\_\_\_\_\_  
Sarah E. Koonts, Director  
Division of Archives and Records

### APPROVED

\_\_\_\_\_  
Chairman  
Board of County Commissioners



\_\_\_\_\_  
Susan W. Kluttz, Secretary  
Department of Natural and Cultural  
Resources

County: \_\_\_\_\_

October 1, 2016

**STANDARD-6. EMERGENCY SERVICES RECORDS**  
 Official records explaining the authority, operating philosophy, purposed methods, and primary functions of emergency services programs.

ITEM #	STANDARD-6: EMERGENCY SERVICES RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
1.	<b>911 RECORDINGS</b> Tapes, digital recordings, and text messages generated by 911 calls.	Destroy in office after 30 days, if not made part of a case file.*	G.S. §132-1.4(i)  Comply with applicable provisions of G.S. §132-1.5 regarding the confidentiality of automatic identification information contained in 911 database.
2.	<b>911 COMMUNICATION RECORDS</b> Transcripts of 911 calls received and computer-aided dispatch (CAD) reports. Reports may list time and date of call, contents of call, location of call, name of unit dispatched, and other related information.	Destroy in office after 3 years, if not made part of a case file.*	Comply with applicable provisions of G.S. §132-1.4(c)(4) regarding the confidentiality of the identity of complaining witnesses.
3.	<b>911 FILE</b> Information regarding the implementation, training, and operations of the 911 system.	Destroy in office after 5 years.	
4.	<b>ACTIVITY REPORTS</b> Reports on an individual, shift, project, and other basis submitted on a daily, weekly, or other basis.	Destroy in office after 3 years.	

\*See [AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS](#), page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction “destroy when administrative value ends.” Please use the space provided.

ITEM #	STANDARD-6: EMERGENCY SERVICES RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
11.	<b>DISASTER AND EMERGENCY MANAGEMENT PLANS</b> Records concerning preparedness, evacuations, and operations in the event of a disaster (natural, accidental, or malicious). Includes, but is not limited to, official copy of comprehensive plan and all background surveys, studies, reports, and draft versions of plans.	Retain plans until superseded; destroy in office background surveys, studies, reports, and drafts 3 years after adoption of plan or when superseded or obsolete, whichever comes first.	Comply with applicable provisions of G.S. §132-1.7 regarding the confidentiality of security records.
12.	<b>DISPATCH RECORDINGS</b> Recordings made of activities during an emergency services dispatch.	Destroy in office after 30 days, if not made part of a case file.*	
13.	<b>EMERGENCY NOTIFICATIONS</b> Records of emergency notifications. Includes automatic identification information, such as the name, address, and telephone numbers of telephone subscribers, or the e-mail addresses of subscribers to an electronic emergency notification or reverse 911 system.	Destroy in office when superseded or obsolete.	Comply with applicable provisions of G.S. §132-1.5 regarding the confidentiality of automatic identification information contained in 911 database.
14.	<b>EVACUATION PLANS</b>	Destroy in office when superseded or obsolete.	
15.	<b>FIRE ALARM AND AUTOMATIC EXTINGUISHER FILE</b> Certificates, licenses, and insurance certificates of companies that perform installations of fire alarm and automatic extinguishing systems.	Destroy in office when superseded or obsolete.	
16.	<b>FIRE ALARM JOURNAL</b> Journal or other listing of alarms answered by the fire department.	Destroy in office after 3 years.	

\*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

<b>ITEM #</b>	<b>STANDARD-6: EMERGENCY SERVICES RECORDS</b>		
	<b>RECORD SERIES TITLE</b>	<b>DISPOSITION INSTRUCTIONS</b>	<b>CITATION</b>
<b>17.</b>	<b>FIRE DISPATCH FILE</b> Records relating to fire dispatch zones. May include maps of fire dispatch zones, census tract information, annexation research, street closings, and other related material.	Destroy in office when superseded or obsolete.	

\*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

**County Sheriff's Office  
Records Retention Schedule Amendment**

Amending the County Sheriff's Office Records Retention and Disposition Schedule published November 15, 2015.

**STANDARD 8. PROGRAM OPERATIONAL RECORDS: SHERIFF RECORDS**

Amending Item 10, Audio and Video Recordings, as shown on substitute page 57.

**APPROVAL RECOMMENDED**

\_\_\_\_\_  
County Sheriff

*Sarah E. Koonts*

\_\_\_\_\_  
Sarah E. Koonts, Director  
Division of Archives and Records

**APPROVED**

\_\_\_\_\_  
Chairman, Bd. of County Commissioners

*Susan W. Kluttz*

\_\_\_\_\_  
Susan W. Kluttz, Secretary  
Department of Natural and Cultural Resources

County: \_\_\_\_\_

October 1, 2016

2015 COUNTY SHERIFF’S OFFICE RECORDS RETENTION AND DISPOSITION SCHEDULE



8 – Sheriff Records

STANDARD-8. PROGRAM OPERATIONAL RECORDS: SHERIFF RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
10. 	<p><b>AUDIO AND VIDEO RECORDINGS</b> Tapes and digital recordings generated by mobile and fixed audio and video recording devices.</p> <p>Does not include <b>ELECTRONIC RECORDINGS OF INTERROGATIONS (JUVENILE OR HOMICIDE)</b>, page 65, item 35.</p>	<p>a) Destroy in office after 30 days if not made part of a case file.*</p> <p>b) If records are made part of a case file follow disposition instructions for <b>CASE HISTORY FILE: FELONIES</b>, page 57, item 11; or <b>CASE HISTORY FILE: MISDEMEANORS</b>, page 58, item 12.</p>	Confidentiality: G.S. § 132-1.4A
11. 	<p><b>CASE HISTORY FILE: FELONIES</b> Includes investigative reports, complaint reports, fingerprint cards, original arrest reports, copies of warrants, special expenditure reports; statements of seized and returned property, interview sheets; case status reports, photographs, court orders, correspondence; officer’s notes, laboratory tests, court dispositions, audio or video recordings, and other related records.</p> <p>See also <b>ELECTRONIC RECORDINGS OF INTERROGATIONS (JUVENILE OR HOMICIDE)</b>, page 65, item 35.</p>	<p>a) Destroy in office records concerning solved cases after 20 years.*</p> <p>b) Retain in office records concerning unsolved cases until solved, and then follow disposition instructions in part (a).</p>	Confidentiality: G.S. § 132-1.4

\* No destruction of records may take place if audits or litigation are pending or reasonably anticipated. See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTION**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction “destroy when reference value ends.” Please use the space provided.

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**AGENDA ITEM 10:****MISCELLANEOUS ADMINISTRATIVE MATTERS*****C. Recommended Contract Awards for Employee Medical, Dental, and Life Insurance*****MANAGER'S COMMENTS:**

Renewal rates have been received for medical, dental, and life insurance benefits. The renewal rate received from BCBS for medical insurance is a 12.5% increase. The initial increase was 25.9%. Staff was able to negotiate a reduction to 14.5%. Analysis of additional claims information was provided allowing for a further reduction to the 12.5% increase.

Dental and life insurance premiums will remain unchanged due to the current rate locks. The current providers are Delta Dental and Symetra Financial, respectively.

Staff recommends Blue Cross Blue Shield for the County's medical plan and for the County to fund \$1,000 into each employee's HSA account.

Adequate funds have been budgeted to cover the renewal rates. Board action is required.

# Watauga County

## Medical Fully Insured Plan Analysis

January 1, 2017



Benefits	Current / Renewal BCBS		Revised Renewal 1 BCBS		Revised Renewal 2 BCBS		
	PPO		PPO		PPO		
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	
PCP Office Visit	100% After Deductible	70% After Deductible	100% After Deductible	70% After Deductible	100% After Deductible	70% After Deductible	
Specialist Office Visit	100% After Deductible	70% After Deductible	100% After Deductible	70% After Deductible	100% After Deductible	70% After Deductible	
Coinsurance	100%	70%	100%	70%	100%	70%	
Deductible							
Individual	\$2,500	\$5,000	\$2,500	\$5,000	\$2,500	\$5,000	
Family	\$5,000	\$10,000	\$5,000	\$10,000	\$5,000	\$10,000	
Out-of-Pocket Maximum							
Individual	\$2,500	\$6,250	\$2,500	\$6,250	\$2,500	\$6,250	
Family	\$5,000	\$12,500	\$5,000	\$12,500	\$5,000	\$12,500	
Preventive Care	100%	N/A	100%	N/A	100%	N/A	
Diagnostic Labs - office visit	100% Preventive; All Others Office Visit Copay	70% After Deductible	100% Preventive; All Others Office Visit Copay	70% After Deductible	100% Preventive; All Others Office Visit Copay	70% After Deductible	
Outpatient X-Rays, CT, MRI's, PET Scans, etc.	100% After Deductible	70% After Deductible	100% After Deductible	70% After Deductible	100% After Deductible	70% After Deductible	
ER / UC	100% After Deductible		100% After Deductible		100% After Deductible		
Prescription Drugs							
Deductible							
Tier 1	100% After Deductible		100% After Deductible		100% After Deductible		
Tier 2	100% After Deductible		100% After Deductible		100% After Deductible		
Tier 3	100% After Deductible		100% After Deductible		100% After Deductible		
<b>Rates</b>	<b>Counts</b>	<b>Current Rates</b>	<b>Renewal Rates</b>	<b>Rates</b>		<b>Rates</b>	
Single	237	\$570.08	\$712.64	\$647.86		\$641.38	
Employee + Spouse	7	\$1,237.99	\$1,589.10	\$1,445.03		\$1,392.80	
Employee + Child(ren)	19	\$848.11	\$1,117.00	\$1,015.70		\$954.17	
Family	1	\$1,750.32	\$2,273.80	\$2,067.61		\$1,969.19	
<b>Estimated Monthly Premium</b>		\$161,639.30	\$203,516.18	\$185,023.94		\$181,855.08	
<b>Estimated Annual Premium</b>		\$1,939,671.60	\$2,442,194.16	\$2,220,287.28		\$2,182,260.96	
<b>Percentage Change From Current</b>		0%	25.9%	14.5%		12.5%	

## **AGENDA ITEM 10**

### **MISCELLANEOUS ADMINISTRATIVE MATTERS**

#### *D. Boards and Commissions*

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

##### *Economic Development Commission*

There are two vacancies on the Economic Development Commission. One vacancy is an unfulfilled term expiring June, 2017, and the other is an unfulfilled term expiring June, 2018. Those seats were occupied by individuals who have moved from Watauga County. The EDC has fourteen members; nine are appointees, the other five serve by virtue of their organizations, including one Commissioner. All members vote.

No applications have been received.

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**AGENDA ITEM 10:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*E. Announcements*

**MANAGER'S COMMENTS:**

Due to the Board of Elections requiring the use of the Board Room the week of October 31, 2016 for one-stop voting the November 1, 2016 Board of Commissioners meeting has been cancelled.

A public hearing is scheduled on Tuesday, November 15, 2016, at 5:30 P.M. to allow citizen comment on proposed road names in Watauga County.

The Appalachian State University Master Plan Committee is hosting a presentation by Duda|Paine (the Durham, NC firm contracted to develop the plan) regarding initial feedback for the University Master Plan on Thursday, October 20, 2016, from 10:00 – 11:00 A.M. in the Plemmons Student Union Room 137 (MacRae Peak). Please see the attached for more information.

**Deron.Geouque**

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**From:** Leonie Kruger <krugerlc@appstate.edu>  
**Sent:** Monday, October 03, 2016 3:19 PM  
**To:** baceto@brii.net; Jonathan.Jordan@ncleg.net; MayorandCouncil@townofboone.net; rennie.brantz@townofboone.net; lynne.mason@townofboone.net; john.ward@townofboone.net; Loretta.clawson@townofboone.net; charlotte.mizelle@townofboone.net; jeannine.collins@townofboone.net; jennifer.teague@townofboone.net; jb.lawrence.br@me.com; albertyount@gmail.com; dboss@bellsouth.net; raybrinn@gmail.com; jfsteele88@att.net; sweetingsue75@yahoo.com; manager@townofblowingrock.nc.gov; Deanna.Ballard@ncleg.net; Jimmy Hodges; Jane.shook@townofboone.net; rick.miller@townofboone.net; jimmy.isaacs@townofboone.net; dana.crawford@townofboone.net; gbaker@apprhs.org; Len.Hagaman; millrec1@appstate.edu; dledbetter@ncdot.gov; pilar.fotta@townofboone.net; Alice Roess; director@appalcart.com; Deron.Geouque; Joe Furman; David Blust; John Welch; Billy.Kennedy; Perry Yates; John.Spear; Eylcrcl@nationwide.com; David Jackson; blowingrockinn@gmail.com; hardince@blowingrock.com  
**Cc:** Sheri Everts; Darrell Kruger; Randy Edwards; Debbie Covington; Paul Forte; Leroy Wright; Matthew Dockham; Heather Langdon  
**Subject:** Appalachian State University Master Plan Invitation

Sending on behalf of Chancellor Everts, *Appalachian State University*

Oct. 3, 2016

Dear Community Partners,

I am writing to you regarding an important upcoming event, hosted by the Appalachian State University Master Plan Committee. For the past few months Appalachian has been in the early stages of its most recent campus master planning process. The committee, led by Randy Edwards and Darrell Kruger, began by holding several "listening sessions" across campus in the spring. Throughout the summer, the master plan committee and campus stakeholders met with Duda|Paine, the Durham, NC firm contracted to develop the plan.

We would like to include you, our campus community partners, in this process. Please accept this invitation to attend a presentation by Duda|Paine regarding initial feedback for the University master plan:

Thursday, Oct. 20, 2016

10 – 11 a.m.

Plemmons Student Union Room 137 (MacRae Peak).

We will ask for your feedback at this meeting, which is very important to us, so if you are unable to attend, please feel free send a representative in your place.

The 10 a.m. presentation will be followed by a public presentation 11:30 a.m.

The afternoon of Oct. 20 will include design charrette sessions that will also be open to the public.

On Friday morning, Oct. 21, we will hold an open meeting presentation of charrette findings.

For further information, please feel free to review this website with documents and information regarding the university's current master planning process: <https://irap.appstate.edu/planning/master-planning>

We will add the complete design charrette agenda for Oct. 20-21 to this website as soon as it is finalized.

If you have any questions please contact:

Heather Langdon, Interim Director, Institutional Research, Assessment, and Planning, at [langdonhh@appstate.edu](mailto:langdonhh@appstate.edu) or (828) 262-2093.

Thank you, and I look forward to seeing you at these very important sessions.

**AGENDA ITEM 11:**

**PUBLIC COMMENT**