

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

**MONDAY, DECEMBER 5, 2016
8:30 A.M.**

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

TIME	#	TOPIC	PRESENTER	PAGE
8:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: November 15, 2016, Regular Meeting November 15, 2016, Closed Session		1
8:35	3	RECESS MEETING FOR SWEARING IN OF NEW COMMISSIONERS		11
8:45	4	RECONVENE MEETING BOARD ORGANIZATIONAL MATTERS		
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8:55	6	REQUEST TO ACCEPT GOVERNOR'S CRIME COMMISSION GRANT AWARD	CAPTAIN KELLY REDMON	27
9:00	7	PROPOSED REVISIONS TO THE TOURISM DEVELOPMENT AUTHORITY (TDA) BYLAWS	MR. MATT VINCENT MR. WRIGHT TILLEY	55
9:05	8	REQUEST TO ACCEPT CHESTNUT RIDGE MIDDLE FORK GREENWAY EASEMENT	MS. WENDY PATOPRSTY	63
9:10	9	PROJECT ON AGING ANNUAL REPORT	MS. ANGIE BOITNOTTE	73
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9:20	11	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
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10:35	14	CLOSED SESSION Attorney/Client Matters, per G. S. 143-318.11(a)(3)		99
10:45	15	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

November 15, 2016, Regular Meeting

November 15, 2016, Closed Session

DRAFT

MINUTES
WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 15, 2016

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, November 15, 2016, at 5:30 P.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: Jimmy Hodges, Chairman
David Blust, Vice-Chairman
Billy Kennedy, Commissioner
John Welch, Commissioner
Perry Yates, Commissioner
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 5:30 P.M.

Vice-Chairman Blust opened with prayer and Commissioner Yates led the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Hodges called for additions and/or corrections to the October 18, 2016, regular meeting and closed session minutes.

Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the October 18, 2016, regular meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the October 18, 2016, closed session minutes as presented.

VOTE: Aye-5
Nay-0

APPROVAL OF AGENDA

Chairman Hodges called for additions and/or corrections to the November 15, 2016, agenda.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the November 15, 2016, agenda as presented.

VOTE: Aye-5
Nay-0

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON PROPOSED ROAD NAMES

A public hearing was held to allow citizen comment on the new private and public road names as required by N.C.G.S. 153A-239.1.

Chairman Hodges called the public hearing to order at 5:32 P.M.

Mr. Jeff Virginia presented the proposed road names as listed below:

New Road Names: River Creek Lane, This Way, Whitewater Run, Chestnut Ridge Parkway, Eagle Crest Ridge, Patsys Place, Skyridge Way, Spring House Way, Sweet Meadow Trail, Timberwalk Drive, Twilight Point, White Trail Lane, Misty Maple Trail, Mossy Branch Lane, Soaring Eagle Lane, South Willow Ridge Lane, Watauga Campus Way, Butler Lane, Farmer Brown Road, Sams Lane, Strait and Narrow Way, Ramblesone Terrace, River Rim Trail, Riddles Fork Crossing, Wayne Woodring Mountain Road, Fernwood, Madisyn Oaks Lane, Rock Water East, Rock Water West, Spur Cove Lane, Spur Edge, Bubbling Brook Road, Moon Shine Nvno, Old Indian Nvno, Chappell Farm Road, Gods Country Road, Nit Noi Row, North Chappell Road, Echo Point Drive, Lylas Way, Mary Ellen Lane, New Horizons Way, and Falcon Trace.

Road Name Changes for Existing Roads: from Turbo Drive to Archers Crossing and from Skiview Lane to Skyview Lane

With no public comment, Chairman Hodges closed the public hearing at 5:33 P.M.

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the new road names as presented.

VOTE: Aye-5
Nay-0

PRESENTATION OF FISCAL YEAR 2016 AUDIT

Ms. Misty Watson presented the Fiscal Year 2016 County audit. Ms. Watson stated that the County is in excellent financial condition. Below are some of the financial highlights:

- ❖ The total assets of the County exceeded its liabilities at the close of the fiscal year by \$136,284,553.
- ❖ The County's unassigned fund balance for the general fund was \$21,607,950 at the end of the year, representing 46.34% of total General Fund expenditures. This is an increase of \$3,415,887 in the unassigned fund balance from the previous year.
- ❖ The collection rate for property taxes was 98.76% which was an increase from last year's 98.37%. The County is still above the statewide average of 97.57% for entities of similar populations in 2015.
- ❖ **Outstanding debt principal decreased by \$4,117,361.** Total outstanding debt principal at June 30, 2016, is \$43,156,110. Watauga County's legal debt limit is \$672,414,671 so the County continues to be well below the state limits.

- ❖ Moody's Investor Services updated their review of the County's financials and reported the County is in a strong financial position.
- ❖ No material weaknesses were found in our accounting systems or internal controls.

Commissioner Yates, seconded by Commissioner Welch, moved to accept the Fiscal Year 2016 Audit as presented.

VOTE: Aye-5
Nay-0

The County Manager requested the Board transfer the \$3,415,887 increase in the unassigned fund balance to the Capital Project Fund, OPEB Liability, and additional capital items as identified. Staff recommends the following distribution of these funds:

<u>Amount</u>	<u>Category</u>
\$ 300,000	School CIP
\$ 2,000,000	Recreation/Pool Complex
\$ 250,000	Facilities Maintenance
\$ 250,000	Emergency Communications
\$ 470,887	OPEB Liability
\$ 105,000	Sheriff's Office Vehicles
\$ 40,000	New HVAC for Old AppalCART Facility

This will continue the process of replenishing the CIP Fund and returning the balance to pre-recession levels and also provide funds for capital items.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to approve the transfer of the \$3,415,887 increase in the unassigned fund balance to the Capital Project Fund for future County projects and the other capital items identified.

VOTE: Aye-5
Nay-0

REQUEST TO MODIFY CUSTODIAL SERVICES CONTRACT

Mr. Robert Marsh, Maintenance Director, presented a proposed increase in service to the existing custodial service contract for additional trips to Parks and Recreation facilities on Saturdays and Sundays to lock the facilities. The facilities had experienced extensive vandalism, theft, and loitering at night. Staff gave preliminary approval to the increase in service and that measure has reduced the incidents at the facilities. Funds are available to cover the cost of the additional service.

Commissioner Yates, seconded by Commissioner Welch, moved to approve the modification to the existing custodial contract for the increase in service as presented.

VOTE: Aye-5
Nay-0

TAX MATTERS

A. Monthly Collections Report

Tax Administrator, Mr. Larry Warren, presented the Tax Collections Report for the month of October 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 October 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 October 2016 as presented.

VOTE: Aye-5
Nay-0

C. Property Tax Appeal

Mr. Warren stated that His High Places, Inc., in Blowing Rock applied for tax exemption on properties owned by the organization. The deadline to file for tax exemption is June 1st of each year. The reason for the untimely application was because the organization had previously rented the properties and was not aware that they could file for exemption now that the property was being used for the purpose of the non-profit. Their staff understands that the application would be granted going forward so long as the application was submitted in a timely manner. The total reduction in taxes including county and fire is \$1,805. Since the appeal has been filed after the adjournment of the Board of Equalization and Review, the Board of Commissioners is required to hear the appeal.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to accept His High Places, Inc.'s application and approve the tax exemption on the requested properties.

VOTE: Aye-5
Nay-0

FINANCE MATTERS

A. Proposed Juvenile Crime Prevention Council (JCPC) Budget Amendment

Ms. Margaret Pierce, Finance Director, presented a revised Juvenile Crime Prevention Council (JCPC) FY 2016-17 Funding Allocation form. One of the original programs was unable to accept funds so the Council is requesting to transfer \$2,100 to the Administrative line to be used for a "State of the Child" event and other miscellaneous expenses. No additional County funding is required.

Commissioner Welch, seconded by Commissioner Yates, moved to approve the revised funding allocation for the Juvenile Crime Prevention Council (JCPC) as requested.

VOTE: Aye-5
Nay-0

B. Vaya Health (Formerly Smoky Mountain Center) Quarterly Report

Ms. Pierce presented the Vaya Health Quarterly Financial Report as required by Statute. No action was required.

C. Proposed Inmate Catastrophic Insurance Contract

Ms. Pierce presented a proposed contract renewal with Insurance Management Consultants for catastrophic insurance for inmates housed in the County jail. The insurance shields the County from large medical claims that occur while inmates are being housed in the Watauga County Jail.

Ms. Pierce requested the approval of the contract with Insurance Management Consultants, Inc. for catastrophic insurance coverage in the amount of \$28,208.88 with a \$10,000 deductible. This is a \$701 reduction from last year's renewal. Adequate funds are available to cover the contracted cost.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to renew the contract with Insurance Management Consultants, Inc. in the amount of \$28,208.88 with a \$10,000 deductible as presented.

VOTE: Aye-5
Nay-0

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Proposed Forest Service Lease

County Manager Geouque stated that the Forestry Service currently leases a one-half acre site at the County landfill. The lease was entered into in 2004 and was an open ended lease which is no longer acceptable under state policy. The Forest Service wishes to enter into a formal three (3) year lease effective December 1, 2016. The County Manager presented a proposed lease along with a required PO-28 Lease proposal form.

County Attorney Eggers recommended removing the liability language and to change wording to compensate for the gate located at the facility.

Commissioner Yates, seconded by Commissioner Welch, moved to approve, contingent upon County Attorney review, the lease and completion of PO-28 Lease proposal form.

VOTE: Aye-5
Nay-0

B. Out-of-State Travel Request – Parks and Recreation

County Manager Geouque stated that Ms. Keron Poteat, Recreation Specialist II, requested authorization for herself and Mr. Paul Krause, Assistant Athletic Director, to travel to Abingdon, VA. The purpose of the trip is to serve the older adult population in providing transportation and assistance for a play and lunch. County policy requires all out-of-state travel to be approved by the Board.

Commissioner Welch, seconded by Commissioner Kennedy, moved to approve the out-of-state travel for Keron Poteat and Paul Krause as presented.

VOTE: Aye-5
Nay-0

C. Property Donation

County Manager Geouque stated that he was contacted by Richard Promin, who wished 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.

Board direction was given to staff to further research the right-of-way issue with the property owner. After further discussion the attached letter was provided by the property owner. It would appear that the property owner wants the County to pay for the survey or just list the property with a disclaimer that there is no right-of-way.

County Attorney Eggers stated that action was only needed if the Board wished to accept the donation.

No action was taken.

D. December Meeting Schedule

County Manager Geouque stated that the County Board of Commissioners needed to meet the first Monday in December following each general election. Therefore, the Board will need to reschedule the December 6, 2016, meeting to Monday, December 5, 2016 at 8:30 A.M.

Commissioner Yates, seconded by Commissioner Welch, Staff moved to reschedule the December 6, 2016, meeting to Monday, December 5, 2016, at 8:30 A.M.

VOTE: Aye-5
Nay-0

E. Proposed Amendment to the County's Holiday Schedule

County Manager Geouque stated that due to the County operating the State Tag Office, a conflict has arisen between the County's and State's Holiday Schedule. In an effort to provide consistency and continuity staff would recommend the Board follow the State schedule for days off in observance of Christmas. Currently, Tag Office employees must use vacation leave when the State schedule provides for three (3) days off and the County provides for two (2).

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the County follow the State schedule regarding time off during the Christmas time period.

VOTE: Aye-5
Nay-0

F. Announcements

County Manager Geouque announced that the Annual County Christmas Luncheon, scheduled on Tuesday, December 13, 2016, will be held at Dan'l Boone Inn from 11:45 A.M. to 2:00 P.M.

PUBLIC COMMENT

There was no public comment.

CLOSED SESSION

At 5:58 P.M., Commissioner Kennedy, seconded by Chairman Hodges, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commission Welch, moved to resume the open meeting at 6:08 P.M.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Welch, moved to amend the agenda to add Personnel Matters, per G. S. 143-318.11(a)(6), to Closed Session.

VOTE: Aye-5
Nay-0

At 6:09 P.M., Commissioner Kennedy, seconded by Commissioner Welch, moved to enter Closed Session to discuss Personnel Matters, per G. S. 143-318.11(a)(6).

VOTE: Aye-5
Nay-0

Commissioner Yates, seconded by Commission Welch, moved to resume the open meeting at 6:36 P.M.

VOTE: Aye-5
Nay-0

ADJOURN

Vice-Chairman Blust, seconded by Chairman Yates, moved to adjourn the meeting at 6:37 P.M.

Jimmy Hodges, Chairman

ATTEST: Anita J. Fogle, Clerk to the Board

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AGENDA ITEM 3:

RECESS MEETING FOR SWEARING IN OF NEW COMMISSIONERS

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AGENDA ITEM 4:**BOARD ORGANIZATIONAL MATTERS*****A. Election of Officers***

Since there is no Chairman at this point in time, it has been customary for the County Manager to conduct the election; however, this can be handled by a commissioner if that is the desire of the Board. Nominations are taken from the floor, and the election is by simple majority of the Board members. At this point, the Chairman will call for nominations for the Vice-Chair. Following the election of officers, the new Chairman assumes his duties and presides over the meeting. It is appropriate at this time for the commissioners to change the seating arrangements if they so desire, or this could be done at a later meeting.

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AGENDA ITEM 4:**BOARD ORGANIZATIONAL MATTERS*****B. Staff Appointments***

It has been local practice for the Board to take action on the following staff appointments who serve at the pleasure of the Board. These include County Manager, Deron Geouque; Clerk to the Board, Anita Fogle; Substitute Clerks to the Board, Monica Harrison (Human Resources Coordinator) and Tammy Adams (Asst. HR Coord./Admin Support Specialist); and the County Attorney (the appointment of the attorney can be done by individual name or firm name whichever is appropriate). In addition, a separate Department of Social Services Attorney may be appointed or the appointed County Attorney may serve at the discretion of the Board.

Board action is requested.

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AGENDA ITEM 4:

BOARD ORGANIZATIONAL MATTERS

C. Fidelity Bonds

Board action is needed to set these specific name fidelity bonds for the positions as shown in the packet. Ms. Margaret Pierce will be present for discussion.



WATAUGA COUNTY

FINANCE OFFICE

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

MEMORANDUM

TO: Deron Geouque, County Manager
FROM: Margaret Pierce, Finance Director
SUBJECT: Fidelity Bonds, Official and Authorized Signers
DATE: November 29, 2016

The following fidelity bonds are in place and require the annual approval of the Watauga County Board of Commissioners. Currently, the County Manager serves as Deputy Finance Director in the absence of the Finance Director and is bonded as such. The Finance Director, County Manager, and Chair of the Board of Commissioners serve as the authorized signers for disbursements. Official depositories of the County are Yadkin Bank, BB&T Bank, First Citizens Bank, Great State Bank, PNC Bank, and Wells Fargo Bank.

<u>Position</u>	<u>Bond Amount</u>	<u>Statutory Requirement</u>
Finance Director	\$50,000	No less than \$50,000, NCGS 159-29
Deputy Finance Director/ County Manager	\$50,000	
Tax Collector	\$50,000	Amount considered reasonable by BCC, NCGS 105-349-c
Register of Deeds	\$50,000	At least \$10,000, but no more than \$50,000, NCGS 161-4
Sheriff	\$25,000	Amount considered reasonable by BCC, but no more than \$25,000, NCGS 162-8

Board approval is requested for the bonds, official depositories and the authorized signers as listed above.

AGENDA ITEM 4:

BOARD ORGANIZATIONAL MATTERS

D. Commissioner Appointments to Boards & Commissions

Each elected commissioner appoints a representative to the Boone Rural Fire Protection Service District Board and the County Planning Board. The representative must live in the Boone Rural Fire Protection Service District to be appointed. Also, included in the packet is a list of Boards & Commissions on which the commissioners themselves have served in the past. Some of these are legal requirements that the commissioners serve, and some are at the request of the agencies. The majority of these appointments can be made by the Chairman of the Board although several of them do require Board action. Therefore, it has been the practice for the Chairman to submit a list of appointments with Board action to approve the entire list. If there is more than one nomination for a particular appointment, the Board may vote on each nomination separately.

Boone Rural Fire Protection Service District Board Of Directors

Each Commissioner appoints a representative to the Boone Rural Fire Protection Service District Board whose term will run concurrent with the term of the appointing Commissioner. Boone Rural Fire Service District Board members must own property and reside within that Fire Service District.

This Board is responsible for overseeing the tax and setting the tax rate on a yearly basis.

(Must live in District; Second Thursday of January, April, July, and October at 7:00 PM Boone Fire Station #2)

Member	Appointment Date	Term Expiration Date	Commissioner
Tommy Critcher	01/2013	12/2016	District 1 – Yates
Lee Stroupe	01/2013	12/2016	District 2 – Welch
Jimmy Marsh	12/2014	12/2018	District 3 – Kennedy
Travis Critcher	01/2016	12/2016	District 4 – Blust
Johnny Hampton	12/2014	12/2018	District 5 - Hodges

Watauga County Planning Board

Each Commissioner nominates a representative to the Watauga County Planning Board whose term will run concurrent with the term of the appointing Commissioner. Planning Board members must live within the appointing Commissioners District and action must be taken by the entire Board of Commissioners to make these appointments.

Develops and recommends policies, ordinances, administrative procedures and other means for carrying out plans in a coordinated and efficient manner.

(3rd Monday of each month at 6:00 PM in the Commissioners' Board Room at the County Administration Building)

Member	Appointment Date	Term Expiration Date	Commissioner
Todd Castle	01/2013	12/2016	District 1 – Yates
Neil Hartley	03/2013	12/2016	District 2 – Welch
Dennis Scanlin	12/2014	12/2018	District 3 – Kennedy
Jim West	12/2014	12/2016	District 4 – Blust
Patrick Morgan	01/2015	12/2018	District 5 – Hodges
Jamey Hodges	02/2016	12/2019	At-Large
Richard Mattar	02/2014	12/2017	At-Large

Commissioner Appointments to Boards & Commissions

December 1, 2015

Board/Commission	Member
Appalachian District Health Department	Yates
Appalachian Theatre Board of Trustees Ex-Officio Member	Kennedy
AppalCART Authority	Blust
Blue Ridge Resource Conservation & Development Area	Blust
Caldwell Community College & Technical Institute - Watauga Advisory Board	Welch
Children's Council/Child Protection Team	Kennedy
Cooperative Extension Advisory Leadership Board	Yates
Economic Development Commission (EDC)	Yates
Educational Planning Committee (2 appointees)	Blust & Welch
EMS Advisory Committee	Kennedy
High Country Council of Governments Executive Board Rural Transportation Advisory Committee	Hodges
Juvenile Crime Prevention Council (JCPC)	Welch
Library Board	Kennedy
Motor Vehicle Valuation Review Committee	Welch
New River Service Authority Board	Hodges
Northwest Regional Housing Authority (five-year term expires Dec. 12, 2019)	Pat Vines
POA Advisory Committee (Home & Community Care Block Grant)	Kennedy
Sheriff's Office Liaison	Kennedy
Smoky Mountain Center Board (LME for Mental Health Services)	Kennedy
Social Services Advisory Board	Hodges
Watauga County Fire Commission	Yates
Watauga County Personnel Advisory Committee	Hodges
Watauga County Recreation Commission	Welch
Watauga Medical Center Board of Trustees	Hodges
Watauga Opportunities, Inc.	Blust
Workforce Development Board (WDB)	Chairman

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AGENDA ITEM 4:

BOARD ORGANIZATIONAL MATTERS

E. Regular Meeting Schedule

The Board's regular meetings are currently scheduled for the 1st Tuesday and the 3rd Tuesday of each month at 8:30 A.M. and 5:30 P.M. respectively. This schedule can continue or may be changed at the pleasure of the Board.

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AGENDA ITEM 5:

APPROVAL OF THE DECEMBER 5, 2016, AGENDA

Now that the Board has been officially constituted, it is appropriate for the Board to take action to adopt the agenda.

If you have questions or require more information, please do not hesitate to contact me.

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AGENDA ITEM 6:

REQUEST TO ACCEPT GOVERNOR'S CRIME COMMISSION GRANT AWARD

MANAGER'S COMMENTS:

In February, the Board approved the Sheriff's Office request to submit a grant to the North Carolina Governor's Crime Commission. The grant amount is \$23,400 and will be used to purchase new mobile computers and rifles for patrol officers. The Sheriff's Office has stated that there is no County match required.

The grant was awarded and now requires Board approval to accept the grant in the amount of \$23,400 with the Governor's Crime Commission to acquire the equipment as detailed above.



STATE OF NORTH CAROLINA
OFFICE OF THE GOVERNOR

PAT McCrORY
GOVERNOR

May 19, 2016

Mr. Kelly Redmon
Watauga County Sheriff's Office
184 Hodges Gap Road
Boone, North Carolina 28607-8635

Dear Mr. Redmon:

The Governor's Crime Commission has completed another successful grant awards process. I am pleased to inform you that your application has been approved and that your agency has been selected to receive a grant award.

Funding for your project (PROJ011613), 2016 - Watauga County Sheriff's Office - Equipment Modernization Project, has been tentatively authorized. You will be notified by the Governor's Crime Commission of the final award amount once the official allocation from our federal funders has been received.

Commission members spend countless hours considering each application in an effort to select programs and projects that will best serve the citizens of this state. Your proposal is an example of how we can have a significant effect on the problems that plague our communities. We commend you for your dedication, hard work and commitment to safer communities for families across North Carolina.

Sincerely,


Governor Pat McCrory



Governor's Crime Commission
1201 Front Street, Suite 200
Raleigh, NC 27609
Phone: (919) 733-4564 Fax: (919) 733-4625

(Official GCC Use Only)

Grant Application

Project Number: PROJ011613

Application Review

This application has failed verification. Review & Submit cannot continue until the Application Verification process is complete.

Name of Project: 2016 - Watauga County Sheriff's Office - Equipment modernization project
Committee Assignment: CRIMINAL JUSTICE SYSTEMS IMPROVEMENT

Organization Contacts and Personnel Information

Application Organization Information	Implementing Agency Information
Organization Name: County of Watauga Billing Address: 814 West King St. Suite 205 City: Boone State: North Carolina ZipCode: 28607-3547 Phone: (704) 265-8000 DUNS Number: 089988216 CCR Registration: Yes Federal Tax ID: 568001816 Fiscal Year End Date: 06/30	Implementing Agency Name: Watauga County Sheriff's Office Address: 184 Hodges Gap Road Address 2: City: Boone State: North Carolina ZIP Code: 28607 Phone: 828-264-3761 Fax: 828-263-5345 For Law Enforcement Agencies # of Sworn Officers: 42

Authorizing Official: Deron T Geouque
County Manager
If the applicant agency is a non-profit, the Authorizing Official must be the Board Chair, Sheriffs, Police Chiefs, and Executive Directors can not be Authorizing Officials.

Financial Officer: Margaret M Pierce
Finance Director
If the applicant agency is a non-profit, the Financial Officer must be the Board Treasurer.

Project Director: Kelly G Redmon
Captain

General Information

Program Priority: 2016 Local Law Enforcement Block Grant	Project State Date: 10/1/2016 Project End Date: 9/30/2017
US Congressional Districts: 05 N.C. House Districts: 93 N.C. Senate Districts: 45	Population of Project Area: 51333 Project Counties: Watauga
Project Summary: This project is aimed at updating and equipping law enforcement officers with in car computers systems and aging weapons	
Principal Place of Performance: The primary site where the work is performed City: Boone ZIP Code: 28604-8635	

Abstract and Narrative

Project Abstract (The Problem): Briefly describe project's purpose, identify target population, and discuss program components which address the identified problem. Include local statistics to substantiate the need.

The purpose of this project is to update and equip officers with computers in patrol vehicle and purchase new firearms that will be utilized for law enforcement purposes. The target population is law enforcement and the citizens of Watauga County North Carolina. A verbal needs assessment was conducted among divisions at the Watauga County Sheriff's Office. Overwhelmingly two issues were mentioned. First, all patrol vehicles need computers onboard for warrant service, reports, security checks and offender information. Secondly, many of the issued shotguns are more than twenty years old and there are no issued patrol rifles. There are notfunds available currently to purchase either of these needs.

Project Narrative (Operation): Include a description of how grant funded positions are integral to the project and how contractual, travel, operating, and equipment expenses will support the project. Discuss how you will collaborate with other agencies. Focus on the project – do not give agency history, do not repeat abstract.

This project is for purchasing equipment. There will be no grant funded positions, travel or operating expenses.

Project Narrative Summary: Please provide additional information about your project application.

If awarded grant funding, competitive pricing analysis will be done to find the best price for equipment. A minimum of three bids/quotes will be obtained and the best price for the same equipment will be determined and products will be purchased. There will also be extensive training with regard to issued patrol rifles to insure officer proficiency (in accordance with NC Sheriff's training and standards) prior to fielding any firearm.

Project Timeline of Activities:

October-December 2016 - Solicit pricing for equipment January- February 2017 - Test and evaluation March 2017 Purchasing of equipment April- June 2017 Employee training, testing, and certification July 2017 Fielding of equipment. August 2017 Annual training and qualifications. Annual training and qualification will be done annually to insure proficiency. Any deficiency will be remediated and retested.

Project Goals

Goal 1	Goal 2
--------	--------

Purchase laptop computers for patrol vehicles.	Purchase patrol rifles for officers																				
Project Objectives																					
<p>1. Project Objective: Equip the patrol officer with a laptop computer in his/her vehicle.</p> <p>Performance Measure: Warrant service and report writing.</p> <p>Evaluation Method: Measure before and after to see if warrant service has increased because of quicker information flow from an in car computer</p>																					
<p>2. Project Objective: Purchase patrol rifles and provide firearms training for officers.</p> <p>Performance Measure: Train officers at a basic level on how and when to employ a patrol rifle and how to accurately fire the weapon hitting the target at a consistent score of 85-100%</p> <p>Evaluation Method: After basic rifle marksmanship training. Record and evaluate the scores on a NC Justice Academy approved course of fire for qualification.</p>																					
Project Sustainability Planning																					
<p>Describe your formal, working sustainability plan for the project and how it will result in permanent operational funding (not GCC funding) once this grant ends.</p> <p>The Watauga County Sheriff's office will assimilate the purchased equipment into its permanent inventory. The computer devices will be serviced by Watauga County Information Technologies department. The weapons will be cleaned, serviced and repaired in house by a certified instructor that has been trained in rifle armory.</p>																					
Project Budget Summary																					
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<p>C. Certification of Submission of Annual Audit:</p> <p><input checked="" type="checkbox"/> The project director certifies that a copy of the annual audit will be submitted to the Office of the State Auditor and the Governor's Crime Commission, as required by General Statute 143C-6-23. NOTE: If you receive, expend, or obligate over \$500,000 in State and Federal pass-through grants funds received directly from a State agency, then you must file a "yellow book" audit, done by a CPA, with your funding agencies and with the Office of State Budget and Management.</p>																					
<p>D. Certification of Submission of Current Annual Operating Budget:</p> <p><input checked="" type="checkbox"/> The project director certifies that a copy of the implementing agency's current annual operating budget will be submitted upon request.</p>																					
<p>E. Certification that Applicant is Eligible to Receive Federal Funds:</p> <p><input checked="" type="checkbox"/> The project director certifies that neither the grant applicant nor any of its officers, directors or consultants are presently debarred, proposed for debarment, suspended, declared ineligible or voluntarily excluded from receiving federal funds. [If the director cannot make this certification, an explanation must be attached. If this certification cannot be provided, the applicant will not necessarily be denied participation in this program. The certification or explanation will be considered in connection with the determination by the Governor's Crime Commission as to whether or not to approve the application. However, if neither the certification nor an explanation is provided, the application will be rejected.]</p>																					
<p>F. Certification Regarding Lobbying: (for agencies receiving \$100,000 or more)</p> <p><input checked="" type="checkbox"/> The project director certifies that (1) no federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any agreement; (2) If any non-federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant, the project director shall complete and submit Standard Form #LLL, "Disclosure of Lobbying Activities," in accordance with its instructions</p>																					

G. Drug Free Workplace Compliance: (for state agencies only)

- The project director certifies that (1) a drug-free workplace awareness program was held on 02/10/2015 and/or will be held annually on TBA which all grant project employees are required to attend; (2) a copy of the agenda of that program, including an attendance sheet signed by all employees, will be provided to the Governor's Crime Commission; (3) a statement will be published notifying employees that any unlawful involvement with a controlled substance is prohibited in the grantees workplace and that specific actions will be taken against employees who violate this rule; (4) all employees will receive a copy of this notice; (5) all employees must agree to abide by the statement and to notify the applicant of any criminal drug statute conviction for a violation occurring in the workplace within 5 days of the conviction; (6) within 10 days of receiving such notice, the applicant will inform the Governor's Crime Commission of an employee's conviction; (7) any employee so convicted will be disciplined or required to complete a drug abuse treatment program; and (8) the applicant will make a good faith effort to maintain a drug-free workplace, in accordance with the requirements of Sections 5153 and 5154 of the Anti-Drug Abuse Act of 1988 and Sections 8103 and 8104 of Title 41 of the United States Code.

H. Certification of Compliance with General Statute 114-10.01: (for law enforcement agencies only)

- The project director certifies that the implementing agency is presently in compliance and will remain in compliance with the traffic stop reporting provisions of General Statute 114-10.01 for the duration of the funded project. An agency may be in compliance with the reporting provisions of General Statute 114-10.01 where traffic stops are reported to the Division of Criminal Information, North Carolina Department of Justice, or where the agency does not meet any of the statutory criteria requiring the reporting of stops. A listing of law enforcement agencies currently required to report traffic stop information may be found at <http://www.ncdoj.gov/AgenciesRequiredList.aspx>.

I. IRS Form 990 and IRS Form 990-EZ:

- The project director certifies that the most recently-filed IRS Form 990 ("Return of Organization Exempt From Income Tax") or IRS Form 990-EZ ("Short Form Return of Organization Exempt from Income Tax") for the implementing agency has been uploaded with this project application as one or more pdf (Portable Document Format) attachments.

The project director certifies that neither an IRS Form 990 nor an IRS Form 990-EZ has been uploaded with this project application for the following reason:

- The implementing agency is not a nonprofit organization.
- The implementing agency is a nonprofit organization that is exempt from the requirement to file an IRS Form 990 or an IRS Form 990-EZ.
- The implementing agency is a nonprofit organization that is not exempt from the requirement to file an IRS Form 990 or an IRS Form 990-EZ and that has not to-date filed an IRS Form 990 or an IRS Form 990-EZ.



Governor's Crime Commission
 1201 Front Street, Suite 200
 Raleigh, NC 27609
 Phone: (919) 733-4564 Fax: (919) 733-4625

(Official GCC Use Only)

Grant Application

Project Number: PROJ011613

Application Review

Before your application can be submitted to GCC, the following personnel must approve the application:

Project Role	Name	Review Status
Financial Officer	Margaret M Pierce	Reviewed
Authorizing Official	Deron T Geouque	Reviewed
Project Director	Kelly G Redmon	Reviewed

[View My Projects](#)

Project Review Comment History

Date	Comment By	Review Comment
1/28/2016	Margaret M Pierce	Phone number should be 828-265-8000, not 704 area code.

Name of Project: 2016 - Watauga County Sheriff's Office - Equipment modernization project
Committee Assignment: CRIMINAL JUSTICE SYSTEMS IMPROVEMENT

Organization Contacts and Personnel Information

Application Organization Information

Organization Name: County of Watauga
Billing Address: 814 West King St.
 Suite 205
City: Boone
State: North Carolina
ZipCode: 28607-3547
Phone: (704) 265-8000
DUNS Number: 089988216
CCR Registration: Yes
Federal Tax ID: 566001816
Fiscal Year End Date: 06/30

Implementing Agency Information

Implementing Agency Name: Watauga County Sheriff's Office
Address: 184 Hodges Gap Road
Address 2:
City: Boone
State: North Carolina
ZIP Code: 28607
Phone: 828-264-3761
Fax: 828-263-5345

For Law Enforcement Agencies

of Sworn Officers: 42

Authorizing Official: Deron T Geouque
 County Manager

If the applicant agency is a non-profit, the Authorizing Official must be the Board Chair, Sheriffs, Police Chiefs, and Executive Directors can not be Authorizing Officials.

Financial Officer: Margaret M Pierce
 Finance Director

If the applicant agency is a non-profit, the Financial Officer must be the Board Treasurer.

Project Director: Kelly G Redmon
 Captain

General Information

Program Priority: 2016 Local Law Enforcement Block Grant

Project State Date: 10/1/2016

Project End Date: 9/30/2017

US Congressional Districts:
 05

N.C. House Districts:
 93

N.C. Senate Districts:
 45

Population of Project Area:
 51333

Project Counties:
 Watauga

Project Summary:

This project is aimed at updating and equipping law enforcement officers with in car computers systems and aging weapons

Principal Place of Performance: The primary site where the work is performed

City: Boone
ZIP Code: 28604-8635

Abstract and Narrative

Project Abstract (The Problem): Briefly describe project's purpose, identify target population, and discuss program components which address the identified problem. Include local statistics to substantiate the need.

The purpose of this project is to update and equip officers with computers in patrol vehicle and purchase new firearms that will be utilized for law enforcement purposes. The target population is law enforcement and the citizens of Watauga County North Carolina. A verbal needs assessment was conducted among divisions at the Watauga County Sheriff's Office. Overwhelmingly two issues were mentioned. First, all patrol vehicles need computers onboard for warrant service, reports, security checks and offender information. Secondly, many of the issued shotguns are more than twenty years old and there are no issued patrol rifles. There are not funds available currently to purchase either of these needs.

Project Narrative (Operation): Include a description of how grant funded positions are integral to the project and how contractual, travel, operating, and equipment expenses will support the project. Discuss how you will collaborate with other agencies. Focus on the project – do not give agency history, do not repeat abstract.

This project is for purchasing equipment. There will be no grant funded positions, travel or operating expenses.

Project Narrative Summary: Please provide additional information about your project application.

If awarded grant funding, competitive pricing analysis will be done to find the best price for equipment. A minimum of three bids/quotes will be obtained and the best price for the same equipment will be determined and products will be purchased. There will also be extensive training with regard to issued patrol rifles to insure officer proficiency (in accordance with NC Sheriff's training and standards) prior to fielding any firearm.

Project Timeline of Activities:

October-December 2016 - Solicit pricing for equipment January- February 2017 - Test and evaluation March 2017 Purchasing of equipment April- June 2017 Employee training, testing, and certification July 2017 Fielding of equipment. August 2017 Annual training and qualifications. Annual training and qualification will be done annually to insure proficiency. Any deficiency will be remediated and retested.

Project Goals

Goal 1 Purchase laptop computers for patrol vehicles.	Goal 2 Purchase patrol rifles for officers
---	--

Project Objectives

1. Project Objective:

Equip the patrol officer with a laptop computer in his/her vehicle.

Performance Measure:

Warrant service and report writing.

Evaluation Method:

Measure before and after to see if warrant service has increased because of quicker information flow from an in car computer

2. Project Objective:

Purchase patrol rifles and provide firearms training for officers.

Performance Measure:

Train officers at a basic level on how and when to employ a patrol rifle and how to accurately fire the weapon hitting the target at a consistent score of 85-100%

Evaluation Method:

After basic rifle marksmanship training. Record and evaluate the scores on a NC Justice Academy approved course of fire for qualification.

Project Sustainability Planning

Describe your formal, working sustainability plan for the project and how it will result in permanent operational funding (not GCC funding) once this grant ends.

The Watauga County Sheriff's office will assimilate the purchased equipment into its permanent inventory. The computer devices will be serviced by Watauga County Information technologies department. The weapons will be cleaned, serviced and repaired in house by a certified instructor that has been trained in rifle armory.

Project Budget Summary

Category	Total	Year 1 Total	Year 2 Total
SUPPLIES	\$23,400.00	\$23,400.00	\$0.00
Total Budget:	\$23,400.00	\$23,400.00	\$0.00
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CRIMINAL JUSTICE SYSTEMS IMPROVEMENT - Description of Match

Matching funds may include local, state or private funds, but not other federal funds. 0 % cash match required

Describe amount and source of cash match:

Budget Details

Short Description	Quantity	Unit Cost	Total
Laptop Computer	12.00	\$900.00	\$10,800.00
Patrol rifle	18.00	\$700.00	\$12,600.00

Project Certifications

A. Certification of Non-Supplanting

The applicant hereby certifies that federal funds will not be used to supplant or replace State or local funds, but will instead be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for project activities.

B. Certification of Filing an Equal Employment Opportunity Program

The project director certifies that the applicant/grantee has formulated an Equal Opportunity Program, which is dated 06/16/2009 in accordance with the Amended Equal Employment Opportunity Guidelines (28 C.F.R. 42.301, et seq.) and that it is on file in the office of:

Office: Watauga Co.Mangaer

Name: Monica Harrison

Title: Human Resources Coordinator

Address: 814 W. King St. Suite 205 Boone, NC 28607

Telephone: 828-265-8000

Governor's Crime Commission Grant Award Checklist

PLEASE MAKE SURE YOU HAVE COMPLETED ALL OF THE FOLLOWING BEFORE MAILING THE GRANT AWARD BACK TO THE GOVERNOR'S CRIME COMMISSION:

- Read Grant Award and Special Conditions carefully as compliance with the standard and special grant conditions are necessary to maintain funding for this project.
- Authorizing Official must sign **both** the Grant Award (grey sheet) **and** the Special Conditions (**all pages**).
- Project Director must sign **both** the Grant Award (grey sheet) **and** the Special Conditions (**all pages**).
- If the name of either the Authorizing Official or the Project Director has changed, do not mark through the pre-printed name. First, the Organizational Administrator must access the project in GEMS and update the name(s) as instructed during the Program Development Workshops and in the 2014 GEMS Project Management Training Guide. Once the information has been updated, then contact the Grant Management Director and request that a new award be issued. Writing on the Grant Award will render it null and void.
- Mail the **original** Grant Award (grey sheet) **and** Special Conditions back to GCC.
- Complete and return the Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (enclosed).
- Complete and Return to GCC **and** the Office for Civil Rights the EEOP Certification Form (enclosed). The address of the Office for Civil Rights is on the form.

This form is to be signed by the Authorizing Official of the Applicant Agency. If the Implementing Agency is **not** a part of the Applicant Agency, then a separate EEOP Certification form must be submitted for the Implementing Agency and signed by the Project Director.

- ***New** Enclose adopted Whistle Blower Policy (**all subrecipients**).
- **Attention! For Non-Governmental Applicant Agencies only:**

1. Enclose Board approved Conflict of Interest Policy
2. Enclose State Grant Certification - No Overdue Tax Debt
(available on GCC website, www.ncgccd.org, select Grant Management, then Forms)
3. Enclose grantees web URL (if the agency has one)
4. Enclose brief agency description – NO MORE than 500 characters – (tell what the agency does, not what the grant is for)

Once completed, all documents should be mailed to the Governor's Crime Commission, to the attention of Michael Gagner, GCC Assistant Director.



North Carolina Department of Public Safety

Governor's Crime Commission

Pat McCrory, Governor
Frank L Perry, Secretary

Christopher E. Swecker, Chair
L. David Huffman, Executive Director

November 8, 2016

Captain Kelly Redmon Project Director
County of Watauga
814 West King Street, Suite 205
Boone, NC 28607-3547

SUBJECT: Project Name: 2016 Watauga County Sheriff's Office – Equipment modernization project
 Project Number: PROJ011613
 Implementing Agency: Watauga County Sheriff's Office

Dear Captain Redmon:

Congratulations on receipt of your recent grant award from the Governor's Crime Commission. Attached you will find the Governor's Crime Commission's grant award checklist, your grant award document, and special conditions documents.

This grant award does not become effective until it has been signed by the **Authorizing Official** and **Project Director** listed above and is returned to the Governor's Crime Commission. The signed grant award must be returned **within thirty days** of the date the award is mailed. You will be authorized to make expenditures under the grant or receive reimbursement once we have received the original signed grant award. Extensions beyond this thirty day period can only be authorized, in writing, by the Governor's Crime Commission.

This grant award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of any audit or site-visit findings, and match requirements. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate. To assist you, attached is a checklist of what you need to do in order for your Grants Management Specialist to receive your file. Any incomplete items will cause a delay in this process.

As always, please contact our office if you have any questions or need additional assistance. Best wishes to you for successful program outcomes!

Cordially,

L. David Huffman
Executive Director

MAILING ADDRESS:
4234 Mail Service Center
Raleigh, NC 27699-4234
www.ncgccd.org
www.ncdps.gov



OFFICE LOCATION:
1201 Front St.
Raleigh, NC 27609
Telephone: (919) 733-4564
Fax: (919) 733-4625

An Equal Opportunity Employer



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

4. Typed Name and Title of Authorized Representative

5. Signature

6. Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approved by OMB
0348-0046

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known:		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

INSTRUCTIONS

Completing the Certification Form

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

The federal regulations implementing the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, require some recipients of financial assistance from the U.S. Department of Justice subject to the statute's administrative provisions to create, keep on file, submit to the Office for Civil Rights (OCR) at the Office of Justice Programs (OJP) for review, and implement an Equal Employment Opportunity Plan (EEOP). See 28 C.F.R. pt. 42, subpt. E. All awards from the Office of Community Oriented Policing Services (COPS) are subject to the EEOP requirements; many awards from OJP, including awards from the Bureau of Justice Assistance (BJA), the Office of Juvenile Justice and Delinquency Prevention (OJJDP), and the Office for Victims of Crime (OVC) are subject to the EEOP requirements; and many awards from the Office on Violence Against Women (OVW) are also subject to the EEOP requirements. If you have any questions as to whether your award from the U.S. Department of Justice is subject to the Safe Streets Act's EEOP requirements, please consult your grant award document, your program manager, or the OCR.

Recipients should complete *either* Section A *or* Section B *or* Section C, not all three.

Section A

The regulations exempt some recipients from all of the EEOP requirements. Your organization may claim an exemption from all of the EEOP requirements if it meets any of the following criteria: it is a nonprofit organization, an educational institution, a medical institution, or an Indian tribe; *or* it received an award under \$25,000; *or* it has less than fifty employees. To claim the complete exemption from the EEOP requirements, complete Section A.

Section B

Although the regulations require some recipients to create, maintain on file, and implement an EEOP, the regulations allow some recipients to forego submitting the EEOP to the OCR for review. Recipients that (1) are a unit of state or local government, an agency of state or local government, or a private business; *and* (2) have fifty or more employees; *and* (3) have received a single grant award of \$25,000 or more, but less than \$500,000, may claim the limited exemption from the submission requirement by completing Section B. In completing Section B, the recipient should note that the EEOP on file has been prepared within twenty-four months of the date of the most recent grant award.

Section C

Recipients that (1) are a unit of state or local government, an agency of state or local government, or a private business, *and* (2) have fifty or more employees, *and* (3) have received a single grant award of \$500,000 or more, must prepare, maintain on file, *submit to the OCR for review*, and implement an EEOP. Recipients that have submitted an EEOP Utilization Report (or in the process of submitting one) to the OCR, should complete Section C.

Submission Process

If a recipient receives multiple awards subject to the Safe Streets Act, the recipient should complete a Certification Form for each grant. Recipients should download the online Certification Form, have the appropriate official sign it, electronically scan the signed document, and then send the signed document to the following e-mail address: EEOPForms@usdoj.gov. *The document must have the following title: EEOP Certification.* If you have questions about completing or submitting the Certification Form, please contact the Office for Civil Rights, Office of Justice Programs, 810 7th Street, NW, Washington, DC 20531 (Telephone: (202) 307-0690 and TTY: (202) 307-2027).

Public Reporting Burden Statement

Paperwork Reduction Act Notice. Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated minimum average time to complete and file this application is 20 minutes per form. If you have any comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Office of Justice Programs, 810 7th Street, N.W., Washington, D.C. 20531.

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name:		DUNS Number:
Address:		
Grant Title:	Grant Number:	Award Amount:
Name and Title of Contact Person:		
Telephone Number:	E-Mail Address:	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees.
- Recipient is a nonprofit organization.
- Recipient is an Indian tribe.
- Recipient is an educational institution.
- Recipient is a medical institution.
- Recipient is receiving an award less than \$25,000.

I, _____ [responsible official],
 certify that _____ [recipient] is
 not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R § 42.302.
 I further certify that _____ [recipient]
 will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of
 services.

 Print or Type Name and Title Signature Date

Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, _____ [responsible official],
 certify that _____ [recipient],
 which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
 _____ [organization],
 _____ [address].

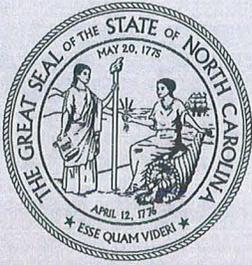
 Print or Type Name and Title Signature Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
 certify that _____ [recipient],
 which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

 Print or Type Name and Title Signature Date



STATE OF NORTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY
 GOVERNOR'S CRIME COMMISSION
 1201 Front Street, Suite 200
 Raleigh, NC 27609
 Telephone: (919) 733-4564 Fax: (919) 733-4625
 http://www.ncgccd.org

GRANT AWARD

Applicant: County of Watauga
Authorizing Official: Deron Geouque
 County Manager
Address: 814 West King St. Suite 205
 Boone, North Carolina 28607-3547
Vendor Number: 566001816

Project Name: 2016 - Watauga County Sheriff's Office -
 Equipment modernization project
Implementing Agency: Watauga County Sheriff's Office
Project Director: Kelly Redmon
 Captain
Project Number: PROJ011613
Account Manager: Navin Puri

Grant Period: 10/01/2016 - 09/30/2017

Budgets

Period	Personnel	Contractual	Travel	Supplies	Equipment	Total
Year 1	\$0.00	\$0.00	\$0.00	\$23,400.00	\$0.00	\$23,400.00
Grant Budget Total						\$23,400.00

Source	Federal Grant #	CFDA #	% Funding	Federal Award
2016::Byrne Justice Assistance Grants	2016-DJ-BX-1052	16.738	100%	\$23,400.00

In accordance with the laws and regulations of the United States and the State Of North Carolina, and on the basis of the grantee's application, the Department of Public Safety hereby awards to the foregoing grantee an award in the amount above.

This grant is subject to the conditions listed in the approved grant application as well as all applicable rules, regulations and conditions, as may be described by the Department of Public Safety. Special conditions are attached to this award.

This grant shall become effective, as of the start date of the grant period listed, once this original grant award has been properly executed on behalf of the grantee and returned to the Governor's Crime Commission, attention of the Grants Management Director. The grant award must be returned within 30 days of the date the award is mailed from the Governor's Crime Commission. No alterations of any kind may be made on this grant award.

Authorizing Official

 Signature of Authorizing Official Date
 Deron Geouque, County Manager
 Name and Title of Authorizing Official

Governor's Crime Commission

L. David Huffman 11-8-2016

 Signature of Director Date
 L. David Huffman, Executive Director
 Name and Title of Director

Project Director

Kelly Redmon 11-29-16

 Signature of Project Director Date
 Kelly Redmon, Captain
 Name and Title of Project Director

This award is subject to the attached conditions, which must be signed by both the authorizing official and the project director, and returned along with this Grant Award. No alterations of any kind may be made on this grant award.

This instrument has been preaudited in the manner required by the local Government Budget and Fiscal Control Act.

11/29/16

 Date Finance Director
Margaret [Signature]



DEPARTMENT OF PUBLIC SAFETY
GOVERNOR'S CRIME COMMISSION
1201 FRONT STREET
RALEIGH, NORTH CAROLINA 27609

AWARD CONTINUATION SHEET

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**CRIMINAL JUSTICE SYSTEM IMPROVEMENT COMMITTEE
GRANT AWARD
SPECIAL CONDITIONS
BYRNE JUSTICE ASSISTANCE GRANT FUNDING**

SUBRECIPIENT: County of Watauga
DUNS NUMBER: 089988216
PROJECT NAME: 2016 - Watauga County Sheriff's Office - Equipment modernization project
PROJECT NUMBER: PROJ011613

1. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this 2016 award from the Office of Justice Programs (OJP).

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this 2016 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded in 2014 or earlier years), the Part 200 Uniform Requirements to apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this 2016 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the Office of Justice Programs (OJP) website at <http://ojp.gov/funding/Part200UniformRequirements.htm>.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

2. Compliance with DOJ Grants Financial Guide

The recipient agrees to comply with the Department of Justice Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide"), including any updated version that may be posted during the period of performance.

3. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

4. Requirements related to System for Award Management and Unique Entity Identifiers

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <http://www.sam.gov>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at

Authorizing Official: _____
Deron Geougue

Project Director: 
Kelly Redmon



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<http://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

5. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <http://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: Award Condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

6. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <http://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.

7. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <http://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

8. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Authorizing Official: _____

Deron Geouque

Project Director: _____

Kelly Redmon



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Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Post-award Requirements" in the "2015 DOJ Grants Financial Guide").

9. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of activities under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.

10. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://ojp.gov/funding/ojptrainingguidingprinciples.htm>.

11. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (Governor's Crime Commission (GCC)) may withhold award funds, or may impose other related requirements, if (as determined by the Governor's Crime Commission (GCC)) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

12. The recipient agrees to comply with any additional requirements that may be imposed by the Governor's Crime Commission during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

13. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

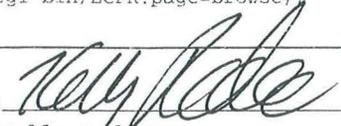
14. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <http://www.ecfr.gov/cgi-bin/ECFR?page=browse>)

Authorizing Official: _____
Deron Geouque

Project Director: 
Kelly Redmon



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by browsing to Title 28-Judicial Administration , Chapter I, Part 38, under e-CFR "current" data.

15. Restrictions on "lobbying"

Federal funds may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government.

Should any question arise as to whether a particular use of Federal funds by a recipient (or subrecipient) would or might fall within the scope of this prohibition, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

16. Compliance with general appropriations-law restrictions on the use of federal funds (FY2016)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2016, are set out at <http://ojp.gov/funding/Explore/FY2016-appropriationsLawRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact the Governor's Crime Commission (GCC), and may not proceed without the express prior written approval the Governor's Crime Commission (GCC).

17. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) and the Governor's Crime Commission (GCC) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG and the Governor's Crime Commission (GCC). by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N. W. Room 4706, Washington, DC 20530; Governor's Crime Commission, 1201 Front Street, Raleigh, N.C. 27609. (2) e-mail to: oig.hotline@usdoj.gov; and/or (3) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881(fax).

Additional information is available from the DOJ OIG website at <http://www.usdoj.gov/oig>.

18. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

Authorizing Official: _____

Deron Geouque

Project Director:  _____

Kelly Redmon



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1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

19. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVV, as appropriate) for guidance.

20. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course

Authorizing Official: _____
Deron Geouque

Project Director: 
Kelly Redmon



DEPARTMENT OF PUBLIC SAFETY
GOVERNOR'S CRIME COMMISSION
1201 FRONT STREET
RALEIGH, NORTH CAROLINA 27609

AWARD CONTINUATION SHEET

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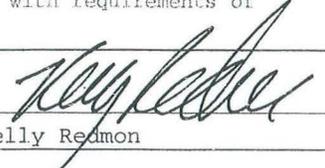
120516 BCC Meeting

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of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

21. The recipient agrees to comply with the Governor's Crime Commission's monitoring guidelines, protocols, and procedures, and to cooperate with OJP and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to the Governor's Crime Commission (GCC) all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by the Governor's Crime Commission (GCC) for providing the requested documents.
Failure to cooperate with the Governor's Crime Commission's (GCC) grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).
22. Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.
23. The recipient understands and agrees that it has a responsibility to monitor its subrecipients' compliance with applicable federal civil rights laws. The recipient agrees to submit written Methods of Administration (MOA) for ensuring subrecipients' compliance to the OJP's Office for Civil Rights at CivilRightsMOA@usdoj.gov within 90 days of receiving the grant award, and to make supporting documentation available for review upon request by OJP or any other authorized persons. The required elements of the MOA are set forth at http://www.ojp.usdoj.gov/funding/other_requirements.htm, under the heading, "Civil Rights Compliance Specific to State Administering Agencies."
24. In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: http://www.it.ojp.gov/gsp_grantcondition. Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.
25. To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
26. The recipient agrees that any information technology system funded or supported by OJP funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.
27. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
28. Grantee agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of

Authorizing Official: _____
Deron Geouque

Project Director: 
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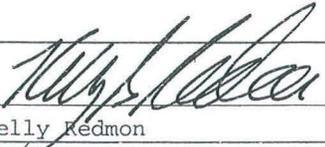
28 C.F.R. Part 22 and, in particular, section 22.23.

29. The grantee agrees that within 120 days of award acceptance, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. Additionally, all future task force members are required to complete this training once during the life of this award, or once every four years if multiple awards include this requirement. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When BJA funding supports a task force, a task force personnel roster should be compiled and maintained, along with course completion certificates, by the grant recipient. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).
30. The recipient agrees to participate in BJA-sponsored training events, technical assistance events, or conferences held by BJA or its designees, upon BJA's request.
31. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.
32. The grantee agrees to assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these grant funds, either directly by the grantee or by a subgrantee. Accordingly, the grantee agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the grant, the grantee agrees to contact BJA. The grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the grantee, a subgrantee, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:
 - a. New construction;
 - b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
 - c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
 - d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
 - e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The grantee understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The grantee further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <http://www.ojp.usdoj.gov/BJA/resource/nepa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Special Condition to Grantee's Existing Programs or Activities: For any of the grantee's or its subgrantees' existing programs or activities that will be funded by these grant funds, the grantee, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

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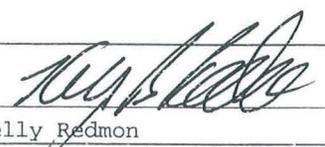
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33. JAG funds may be used to purchase vests for an agency, but they may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.
34. Ballistic-resistant and stab-resistant body armor purchased with JAG funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and are listed on the NIJ Compliant Body Armor Model List (<http://nij.gov>). In addition, ballistic-resistant and stab-resistant body armor purchased must be American-made. The latest NIJ standard information can be found here: <http://www.nij.gov/topics/technology/body-armor/safety-initiative.htm>.
35. The recipient agrees to submit a signed certification that all law enforcement agencies receiving vests purchased with JAG funds have a written "mandatory wear" policy in effect. Fiscal agents and state agencies must keep signed certifications on file for any subrecipients planning to utilize JAG funds for ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any JAG funding can be used by the agency for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.
36. Recipient understands and agrees that award funds may not be used for items that are listed on the Prohibited Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time. The Prohibited Expenditure list may be accessed here: <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>.
37. Recipient understands and agrees that award funds may not be used for items that are listed on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, without explicit written prior approval from BJA. The Controlled Expenditure List, and instructions on how to request approval for purchase or acquisitions may be accessed here: <https://www.bja.gov/funding/JAGControlledPurchaseList.pdf>.
38. The recipient understands that, pursuant to recommendation 2.1 of Executive Order 13688, law enforcement agencies that acquire controlled equipment through Federal programs must adopt robust and specific written policies and protocols governing General Policing Standards and Specific Controlled Equipment Standards. General Policing Standards includes policies on (a) Community Policing; (b) Constitutional Policing; and (c) Community Input and Impact Considerations. Specific Controlled Equipment Standards includes policies specifically related to (a) Appropriate Use of Controlled Equipment; (b) Supervision of Use; (c) Effectiveness Evaluation; (d) Auditing and Accountability; and (e) Transparency and Notice Considerations. Upon OJP's request, the recipient agrees to provide a copy of the General Policing Standards and Specific Controlled Equipment Standards, and any related policies and protocols.
39. Recipient understands and agrees that the purchase or acquisition of any item on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, with award funds by an agency will trigger a requirement that the agency collect and retain (for at least 3 years) certain information about the use of 1) any federally-acquired Controlled Equipment in the agency's inventory, and 2) any other controlled equipment in the same category as the federally-acquired controlled equipment in the agency's inventory, regardless of source; and make that information available to BJA upon request. Details about what information must be collected and retained may be accessed here: https://www.whitehouse.gov/sites/default/files/docs/le_equipment_wg_final_report_final.pdf.
40. Recipient understands and agrees that failure to comply with conditions related to Prohibited or Controlled Expenditures may result in a prohibition from further Controlled Expenditure approval under this or other federal awards.

Authorizing Official: _____
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Project Director: 
Kelly Redmon



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41. Recipient understands and agrees that, notwithstanding 2 CFR § 200.3 13, no equipment listed on the Controlled Expenditure List that is purchased under this award may be transferred or sold to a third party, except as described below:

- Agencies may transfer or sell any controlled equipment, except riot helmets and riot shields, to a Law Enforcement Agency (LEA) after obtaining prior written approval from BJA. As a condition of that approval, the acquiring LEA will be required to submit information and certifications to BJA as if it was requesting approval to use award fund for the initial purchase of items on the Controlled Expenditure List.
- Agencies may not transfer or sell any riot helmets or riot shields purchased under this award.
- Agencies may not transfer or sell any Controlled Equipment purchased under this award to non-LEAs, with the exception of fixed wing aircraft, rotary wing aircraft, and command and control vehicles. Before any such transfer or sale is finalized, the agency must obtain prior written approval from BJA. All law enforcement-related and other sensitive or potentially dangerous components, and all law enforcement insignias and identifying markings must be removed prior to transfer or sale.

Recipient further understands and agrees to notify BJA prior to the disposal of any items on the Controlled Expenditure List purchased under this award, and to abide by any applicable laws and regulations in such disposal.

42. BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories. To submit a success story, sign in to your My BJA account at <https://www.bja.gov/Login.aspx> to access the Success Story Submission form. If you do not yet have a My BJA account, please register at <https://www.bja.gov/profile.aspx>. Once you register, one of the available areas on your My BJA page will be "My Success Stories". Within this box, you will see an option to add a Success Story. Once reviewed and approved by BJA, all success stories will appear on the new BJA Success Story web page at <https://www.bja.gov/SuccessStoryList.aspx>.
43. Any law enforcement agency receiving direct or sub-awarded JAG funding must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.
44. The recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
45. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIS") within SAM are posted on the OJP web site at <http://ojp.gov/funding/FAPIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIS), and are

Authorizing Official: _____
Deron Geouque

Project Director: _____
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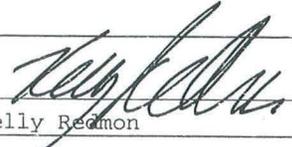
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incorporated by reference here.

46. Recipient acknowledges the final agency decision made by the U.S. Department of Justice that recipient's jurisdiction did not substantially implement the Sex Offender Registration and Notification Act (P.L. 109-248) before the deadline, which determination impacts the funding amount of this award, pursuant to 42 U.S.C. § 16925. In accepting this specific formula award, recipient hereby voluntarily agrees that if it elects to file a judicial appeal of that final agency decision, which was integral in determining this particular funding amount, no such appeal may commence more than 6 months after the date of this award.

Authorizing Official: _____
 Deron Geouque

Project Director: 
 Kelly Reamon

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AGENDA ITEM 7:

**PROPOSED REVISIONS TO THE TOURISM DEVELOPMENT AUTHORITY (TDA)
BYLAWS**

MANAGER'S COMMENTS:

Mr. Wright Tilley, Watauga County TDA Executive Director, will present revisions to the bylaws for the TDA. The changes are marked in red and require the Board of Commissioners approval. The primary change is increasing the Board by one member. The remaining changes are clarification and modification to the original language to reflect the differences from the adoption of the bylaws to current times.

Board approval is required to adopt the changes as presented.



Watauga County Tourism
Development Authority
815 West King Street
Boone, NC 28607
828-266-1345
tda@ExploreBoone.com

TO: Deron Geouque, Watauga County Manager
Watauga County Commissioners

FROM: Matt Vincent, Chairman – Watauga County TDA Board
Wright Tilley, Watauga County TDA Executive Director

RE: TDA Bylaws Revisions

Dear Watauga County Commissioners,

The Watauga County Tourism Development Authority board recently reviewed the TDA's bylaws and unanimously voted to present the following revised bylaws to you for review. It is the TDA board's hope that you will be amenable to these revisions to the bylaws and that you would vote to approve the revised bylaws submitted by the TDA board.

Please let us know if you have any questions or concerns about any of the recommended changes. All changes to the current version of the bylaws should be noted via the "track changes" function on the attached bylaws. The following is a summary of the proposed bylaw changes:

Article III – Section 1: The TDA board would like to request that the board be enlarged from (6) members to (7) members in order to allow for more board input from area tourism partners. We are also recommending that we delete the wording regarding the terms of inaugural board members as this no longer applies.

Article III – Section 2a: We recommend deleting the wording regarding original appointees as it is no longer relevant. We also recommend defining that the 3-year terms begin on March 1 and expire on Feb. 28, three years from the start date.

Article III – Section 3a and 3b: Our enabling legislation mandates that at least 1/3 of the board be members who actively collect the occupancy tax and that 50% of the TDA board be active in the promotion of travel and tourism in Watauga County District U. If we increase the board size from 6 members to 7 members, we would need at least (3) members who collect the occupancy tax and we would need at least (4) members who are active in the promotion of travel and tourism. The members who collect the tax can also be included to meet 3 of the 4 members required for the latter.

Article III – Section 4: The proposed change corrects a typo and changes the word “reminder” to “remainder.”

Article III – Section 5: We recommend removing the language regarding the County Manager or his designee serving as Secretary of the TDA. This was initially put in place prior to the hiring of a full-time TDA staff. By removing the County Manager language we would also need to change “These two individuals shall not be members...” to “This individual shall not be a member...”

Article V – Section F: We recommend deleting section F because the prior section E already covers tourism related expenditures in a broader scope.

Article VI – Section 1: We recommend changing the hours required for written notice of special called meetings to 48-hours written notice instead of 96-hours written notice.

Article VIII: Changes the adoption date of the bylaws from 2006 to 2016.

Thank you for your review and consideration.

**WATAUGA COUNTY
TOURISM DEVELOPMENT AUTHORITY
BY LAWS**

ARTICLE I. ESTABLISHMENT OF WATAUGA COUNTY TOURISM DEVELOPMENT AUTHORITY

The Watauga County Board of Commissioners for the purpose of advertising and promoting tourism in the County established the Watauga County Tourism Development Authority on December 5th, 2005.

ARTICLE II. OFFICE, BOOKS AND RECORDS

Section 1. Principal Office: Mailing Address

The principal office of the Authority shall be the Watauga County Administration Building, 814 West King Street, and its mailing address shall be Watauga County Tourism Development Authority, c/o County Manager's Office, 814 West King Street, Boone NC 28607.

Section 2. Books and Records

Except as may otherwise be provided by resolution of the Tourism Development Authority, or as may be required by the business of the Authority, all records of the Authority shall be kept at the principal office of the Authority. Financial records will be kept in the office of the Watauga County Finance Officer.

ARTICLE III. TOURISM DEVELOPMENT AUTHORITY

Section 1. Appointment of Membership

The Authority shall consist of ~~seven~~ (7) members appointed to three (3) year terms by the County Board of Commissioners, ~~except for the initial appointees, whose terms shall be as follows: Two members with terms expiring February 28, 2009, and two members with terms expiring February 28, 2008, and two members with terms expiring February 28, 2007.~~

Section 2. Tenure of Membership

- ~~a.~~ Members shall serve terms of three years, ~~with the exception of the original appointees. Three year terms begin on March 1 and expire on Feb.28, three years from the start date.~~
- ~~b.~~ Members desiring to resign should submit their resignation in writing to the Chairperson.
- ~~c.~~ Membership in the Authority is not transferable or assignable.

Section 3. Qualifications of Membership

- a. At least ~~three~~ (3) members of the Authority must be individuals who are affiliated with businesses that collect the occupancy tax levied by the Watauga County Board of Commissioners.

- b. At least ~~four~~three (43) members of the Authority must be individuals who are currently active in the promotion of travel and tourism in the Watauga County District U.

Section 4. Vacancies of Membership

The Watauga County Board of Commissioners shall fill vacancies occurring in the Authority for the ~~remainder~~ ~~reminder~~ of the unexpired term.

Section 5. Officers

The County Board of Commissioners shall appoint a chairperson and the authority may choose a vice-chairperson if so desired. ~~The County Manager, or his designee, shall serve as the Secretary of the Authority.~~ The Finance Officer of Watauga County shall serve ex officio as finance director for the Authority. ~~This individual~~ ~~These two individuals~~ shall not be a members of the Authority and shall have no vote. The Chairman shall be the executive officer of the Authority, calling and presiding over all meetings, developing the agenda, and signing all bonds, contracts, checks and other instruments to be executed on behalf of the Authority.

Section 6. Compensation of Membership

No compensation shall be paid for services as members of the Authority.

ARTICLE IV. RULES AND CONDUCT

- (A) Faithful attendance at all meetings of the Authority and conscientious performance of the duties required of members of the Authority shall be considered a prerequisite of continuing membership on the Authority. If a member misses more than two (2) consecutive meetings, he/she may be replaced at the recommendation of the Authority, and at the discretion of the Watauga County Board of Commissioners.
- (B) No Authority member shall take part in the consideration and determination of any matter in which he/she has a direct personal or financial interest.
- (C) Each member shall maintain the confidential nature of confidential material which members may become privy to as a member of the Authority.
- (D) No Authority member shall directly or indirectly solicit any gift, or accept or receive any gift, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which a reasonable person would believe that the gift was intended to influence him/her in the performance of his/her duties, or was intended as a reward for any official action on his or her part.
- (E) The Authority may suspend or expel any of its appointed members for cause, and may terminate the membership of any of its appointed members by majority vote of its members and the approval of the Watauga County Board of Commissioners.

ARTICLE V. POWERS AND DUTIES

The Authority, upon its appointment shall study the tourism industry of the Watauga County District U and the most effective means of enhancing and promoting that industry and recommend any plans, actions and programs, which will, in accordance with the powers granted herein, serve to enhance and improve the tourism industry of the Watauga County District U. To this end, the Watauga County Board of Commissioners confers upon the Authority the following powers and duties:

- (A) To promote travel, tourism, and corporate travel in the Watauga County District U, sponsor tourist-related events and activities in the district, and finance tourist related capital projects in the District;
- (B) To contract with and/or hire an individual, agency or organization to advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, and engage in or sponsor similar promotional activities that attract tourists or business travel to the area;
- (C) To make recommendations to the Watauga County Board of Commissioners for the efficient and effective enforcement of the Watauga County District U Room Occupancy and Tourism Development Tax;
- (D) To conduct such market research as it deems necessary in order to devise and develop the goals and plans necessary to create an effective marketing plan to promote the travel and tourism industry in the District;
- (E) To make tourism-related expenditures that, in the judgment of the Authority, are designed to increase the use of lodging facilities, recreational facilities, and business establishments in the District or to attract tourists or business travelers to the District;
- ~~(F) To recommend tourism and resident-related capital expenditures including expenditures required to improve and increase the recreational facilities located in the District and maintain the attractiveness of the District and its green areas;~~
- ~~(G)~~(F) To select appropriate goals for the enhancement and development of the tourism industry in the District;
- ~~(H)~~(G) To seek, evaluate, and choose proposals from appropriate organizations which will address the established and approved goals of the Authority;
- ~~(I)~~(H) To evaluate the effective and efficient implementation of the officially adopted plans of the Authority and of the Watauga County Board of Commissioners;
- ~~(J)~~(I) To submit reports quarterly and at the close of the fiscal year, to the Watauga County Board of Commissioners regarding its receipts and expenditures for the preceding quarter and for the year in such detail as the Commissioners may require;
- ~~(K)~~(J) To make recommendations to the Watauga County Board of Commissioners regarding persons nominated to serve new terms or to fill vacant terms on the Watauga County District U Tourism Development Authority.

ARTICLE VI. MEETINGS

Section 1. Regular and Special Meetings

The Authority shall meet at least quarterly. The Chairperson may call special Meetings of the Authority at any time. At least ~~forty-eight~~ninety-six (~~48~~96) hours written notice of the time and place of Special Meetings shall be given by the Secretary or by the Chairperson to each member of the Authority. All Authority meetings, with the exception of closed session, are to

be open to the public and held in accordance with Article 33C of Chapter 143 of the General Statutes of North Carolina, commonly referred to as the Open Meetings Law. The Secretary of the Authority shall keep a record of its members' attendance and the minutes of the Authority's meetings.

Section 2. Quorum

A quorum shall consist of four (4) members of the Authority.

Section 3. Voting

All actions taken by the Authority are done so by majority vote of the members of the Authority. Each member of the Authority is entitled to one vote. Votes may not be assigned. All members may vote on an issue properly before the Authority unless a member has a direct personal or financial interest in the matter before the Authority.

ARTICLE VII. FISCAL YEAR AND BUDGET

Section 1. Fiscal Year

The Fiscal Year for the Authority shall begin July 1 and end June 30. The Authority shall develop and approve a budget for each fiscal year in accordance with the Local Government Budget and Fiscal Control Act.

Section 2. Expenditures

The Authority shall use at least two-thirds of the funds remitted to it by the Watauga County Board of Commissioners to promote travel and tourism in the Watauga County District U and shall use the remainder of the funds remitted to it for tourism-related expenditures.

ARTICLE VIII. AMENDMENTS

Except as otherwise provided by law, these By Laws, or any part thereof, may be amended, added to, altered or repealed at the pleasure of and by a majority affirmative vote of the members of the Authority and with the approval of the Watauga County Board of Commissioners.

Adopted this the _____ day of _____, 20106

Chairman, Watauga County Tourism Development Authority

ATTEST: Secretary, Watauga County Tourism Development Authority

APPROVED: Chairman, Watauga County Board of Commissioners

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AGENDA ITEM 8:**REQUEST TO ACCEPT CHESTNUT RIDGE MIDDLE FORK GREENWAY EASEMENT****MANAGER'S COMMENTS:**

In July 2015, Ms. Ann Browning, Middle Fork Greenway Executive Director, requested authorization to submit a pre-application to the North Carolina Division of Parks and Recreation for Section 1 of the Middle Fork Greenway project. On June 30, 2015, a new application round was announced, with pre-applications due on July 14, 2015. The maximum grant award was \$100,000. Middle Fork Greenway requested the County apply for \$100,000 for construction funds for the greenway.

The cost estimate for completion of Section 1 was \$990,000, which will be provided through a combination of grants, private donations and Tourism and Development Authority commitments. The Watauga County TDA committed a total of \$225,000 over the next three years. Middle Fork Greenway was to provide assistance on the grant application. If awarded, County staff would administer the grant. In the not too distant future, Middle Fork Greenway was to request the County assume the easement for this project.

Ms. Wendy Patoprsty, the new Middle Fork Greenway Executive Director, is now requesting the County assume the twenty (20) foot wide easement through Chestnut Ridge (Appalachian Regional Healthcare System – Blowing Rock). The plan is for the County to accept all of the easements for the Middle Fork Greenway.

The previous County Attorney reviewed the easement and authorized approval. Board approval is required to accept the twenty (20) foot wide easement through the Chestnut Ridge property as presented.

Date: November 29, 2016

To: Watauga County Commissioners

From: Wendy Patoprsty, Middle Fork Greenway Project Director

Re: Watauga County Commissioners request to accept Chestnut Ridge Middle Fork Greenway easement

The Middle Fork Greenway initiative, led by Blue Ridge Conservancy in partnership with High Country Pathways, requests that the Watauga County Board of Commissioners accept the 20 foot wide easement through Chestnut Ridge for the future Middle Fork Greenway path. Watauga County holds or will eventually hold all the easements and land along the Middle Fork Greenway as the trail develops.

The 1935 linear feet through Chestnut Ridge is a critical segment of the 6.5 mile Middle Fork Greenway project. The Appalachian Regional Healthcare Service has approved and signed the easement for the greenway which will connect Chestnut Ridge to the town of Blowing Rock and the town of Boone when complete.

Surveys and preliminary engineering for the project is complete, and funding has been requested for the entire 1.3 mile section which will extend from Tanger Outlets through Chestnut Ridge. Substantial funding is already committed for this section. The easement through Chestnut Ridge is 20 feet in width from center of the 10ft wide path.

This 10ft wide asphalt path will go under the bridge on the new NCDOT road accessing the property. NCDOT has already provided space to accommodate the trail. The greenway for this section will end near the property boundary lines to the north, near Firethorn. We are currently working with landowners for access and alignment that will take the route all the way to Aho Rd. where we will have access under that newly constructed bridge as well.

We continue to work to raise the funds required to build the next phase of the Middle Fork Greenway. As each new segment of the Middle Fork Greenway becomes a reality, usage and benefits to our region will grow exponentially. We are grateful for your consideration of this project, which promises to enhance the health, economic vitality and environment of Watauga County.

This instrument drawn by: Eggers, Eggers, Eggers and Eggers, Attorneys at Law, Post Office Box 248, Boone, North Carolina 28607

STATE OF NORTH CAROLINA

EASEMENT AGREEMENT

COUNTY OF WATAUGA

THIS EASEMENT AGREEMENT, made and entered into this 27th day of ~~August~~ OCTOBER, 2016, executed by and between Appalachian Regional Healthcare System, Inc., a N.C. Non-Profit Corporation, of: Post Office Box 2600, Boone, Watauga County, North Carolina 28607, party of the first part, and Watauga County, a body politic, organized and existing under and by virtue of the laws of the State of North Carolina, of: 814 West King Street, Boone, Watauga County, North Carolina, 28607, party of the second part;

WITNESSETH:

THAT WHEREAS, the party of the first part herein owns land located in Blowing Rock Township, Watauga County, North Carolina, said property lying off of NC Highway 221-321, Blowing Rock, North Carolina, said property being more particularly described as a 24.793 acre tract, more or less, as set out in deed recorded in Book of Records 1631 at Page 636, Watauga County Registry;

AND WHEREAS, the party of the second part, has requested said party of the first part to convey to them, an easement across the said lands of the party of the first part, for a walking and biking trail as a part of the Middle Fork Greenway, and said party of the first part has agreed so to do;

AND WHEREAS, an agreement has been reached as to the location of said easement between the parties of the first and second part herein, with said easement being 20 feet in width, located as set out on plat prepared by Donald H. McNeil, PLS L-2809, Appalachian Professional Land Surveyors and Consultants, P.A., C-2398, a copy of said plat being attached hereto, marked Exhibit "A", and said location of said proposed easement being highlighted in yellow;

AND WHEREAS, party of the second part has further requested the party of the first part to convey to them a temporary easement for construction and maintenance of said walking and biking trails;

NOW, THEREFORE, in consideration of the sum of One dollar and other good, valuable and sufficient considerations, in hand paid, the receipt of which is hereby fully acknowledged, the party of the first part hereby conveys and grants to the party of the second part, a non-exclusive easement for a walking and biking trail as a part of the Middle Fork Greenway, as more particularly described, shown and set out on copy of plat attached hereto, marked Exhibit "A".

It being the intention of this instrument to establish a non-exclusive easement for a walking and biking trail, 20 feet in width, as set forth above.

Said easements to remain open and unobstructed at all times, and are to be used for the the general public, for a walking and biking trail.

The party of the first part has further agreed that in addition to the above described easement, that they will convey a temporary construction easement, as follows: Beginning at the point shown as "Proposed Access Easement - NCDOT Project R-5525", on the attached plat, and running 50 feet on each side of the centerline for the construction of the walking and biking trails. Said temporary construction easement to expire 360 days from the date construction of said walking and biking trails begin.

IN WITNESS WHEREOF, the said parties of the first and second part herein, have hereunto set their hands and seals, or caused this instrument to be signed in their name by their duly authorized officers, the day and year first above written.

PARTY OF THE FIRST PART:
APPALACHIAN REGIONAL HEALTHCARE
SYSTEM, INC., A N.C. NON-PROFIT
CORPORATION

BY:  (SEAL)
President

PARTY OF THE SECOND PART:
WATAUGA COUNTY, A N. C.
BODY POLITIC

By: _____
Chairman

ATTEST:

Clerk to the Board

(SEAL)

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

I, JoLynn M. Mahoney, Notary Public, do hereby certify
Richard G. Sparks personally came before me this day and acknowledged that
he is the President of Appalachian Regional Healthcare System, Inc., a Non-Profit Corporation
organized and existing under and by virtue of the laws of the State of North Carolina, and that
by authority duly given and as the act of the said Corporation, the foregoing instrument was
signed in its name by himself as its President.

WITNESS my hand and notarial seal, this 27 day of October, 2016.

JoLynn M. Mahoney
Notary Public

My commission expires December 7, 2019

(SEAL)

JoLynn M Mahoney
NOTARY PUBLIC
Watauga County
North Carolina
My Commission Expires Dec. 7, 2019

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

I, _____, Notary Public, do hereby certify
_____ personally came before me this day and acknowledged that
_____ he is the Clerk to the Board of Commissioners for Watauga County, a body politic, and that by
authority duly given and as the act of the said County, the foregoing instrument was signed in
its name by the Chairman of the Board of Commissioners for said County, and attested by
h_____self as Clerk to the Board of Commissioners of said County.

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

Notary Public

My commission expires _____

(SEAL)



Boundary Runs with the Center of Old two lane Highway from Point "A" to "B"

NCS 014 648 010 FZ 0099
 N=994,271,309
 E=1,234,572,103
 C=94,232.27

E = 1470.00
 A = 120.00
 C0 = 1772.2727
 C1 = 1200.00

SURVEYOR'S CERTIFICATE
 I, Donald H. McNeil, certify that this plat was drawn under my supervision based on the description recorded in Book 1756, page 202, etc. I believe that the boundaries are correct and that the data are from information found in Book 1756, page 202, etc. All the data of precision as calculated in this plat was prepared in accordance with G.S. 17-22 as amended, and that this survey is of existing parcels of land and does not create a new street or change an existing street. Witness my original signature, registration number and seal this 23rd day of June, 2015.



Beginning
 NPS Monument 27-237
 NCS 014 648 010
 N=994,271,309 E=1,234,572,103
 C=94,232.27

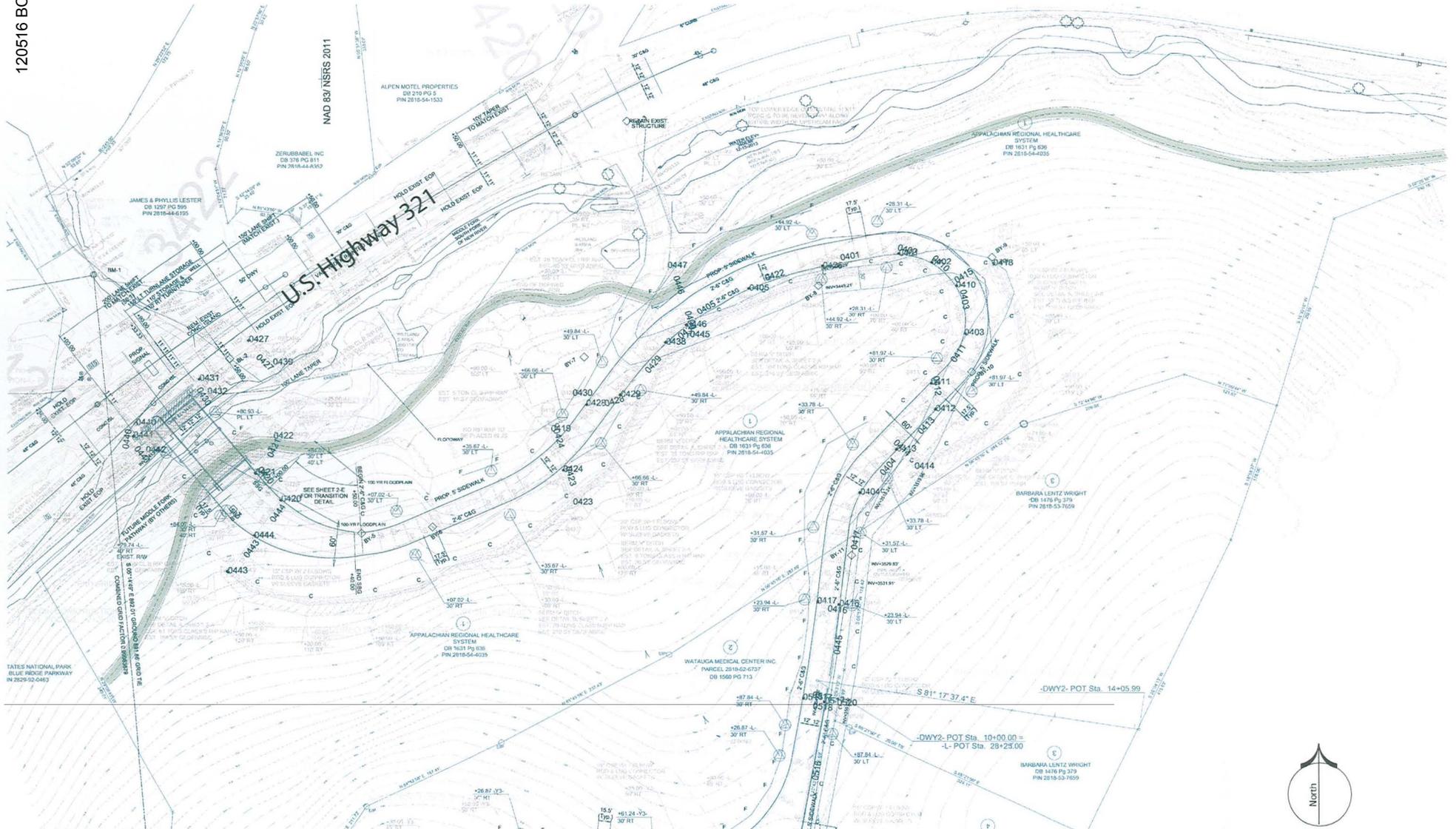
National Park Service
 Blue Ridge Parkway

Line and Curve Calls

L1	S60°54'02" 70.95'
L2	S60°54'02" 50.00'
L3	S60°54'02" 1.00'
L4	S33°42'02" 5.00'
L5	S33°42'02" 2.00'
L6	S60°54'02" 12.00'
L7	S60°54'02" 100.00'
L8	S33°42'02" 70.00'
L9	S60°54'02" 12.00'
L10	S60°54'02" 100.00'
L11	S60°54'02" 12.00'
L12	S60°54'02" 100.00'
L13	S60°54'02" 12.00'
L14	S60°54'02" 100.00'
L15	S60°54'02" 12.00'
L16	S60°54'02" 100.00'
L17	S60°54'02" 12.00'
L18	S60°54'02" 100.00'
L19	S60°54'02" 12.00'

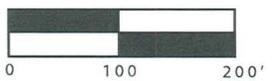
C/L of a 20' Wide Trail Easement Calls From Point "C" to Point "E"

Point "C"	Dist	Bearing	Arc Length	Chord Bearing	Chord Dist	Point "E"
06129	11.29	N89°12'02"	18.73	N10°12'02"	10.51	N83°44'02"
06129	25.00	N89°12'02"	42.42	N10°12'02"	24.50	N83°44'02"
06129	36.29	N89°12'02"	61.15	N10°12'02"	35.00	N83°44'02"
06129	47.58	N89°12'02"	80.00	N10°12'02"	45.00	N83°44'02"
06129	58.87	N89°12'02"	98.87	N10°12'02"	55.00	N83°44'02"
06129	70.16	N89°12'02"	117.73	N10°12'02"	65.00	N83°44'02"
06129	81.45	N89°12'02"	136.60	N10°12'02"	75.00	N83°44'02"
06129	92.74	N89°12'02"	155.47	N10°12'02"	85.00	N83°44'02"
06129	104.03	N89°12'02"	174.34	N10°12'02"	95.00	N83°44'02"
06129	115.32	N89°12'02"	193.21	N10°12'02"	105.00	N83°44'02"
06129	126.61	N89°12'02"	212.08	N10°12'02"	115.00	N83°44'02"
06129	137.90	N89°12'02"	230.95	N10°12'02"	125.00	N83°44'02"
06129	149.19	N89°12'02"	249.82	N10°12'02"	135.00	N83°44'02"
06129	160.48	N89°12'02"	268.69	N10°12'02"	145.00	N83°44'02"
06129	171.77	N89°12'02"	287.56	N10°12'02"	155.00	N83°44'02"
06129	183.06	N89°12'02"	306.43	N10°12'02"	165.00	N83°44'02"
06129	194.35	N89°12'02"	325.30	N10°12'02"	175.00	N83°44'02"
06129	205.64	N89°12'02"	344.17	N10°12'02"	185.00	N83°44'02"
06129	216.93	N89°12'02"	363.04	N10°12'02"	195.00	N83°44'02"
06129	228.22	N89°12'02"	381.91	N10°12'02"	205.00	N83°44'02"
06129	239.51	N89°12'02"	400.78	N10°12'02"	215.00	N83°44'02"
06129	250.80	N89°12'02"	419.65	N10°12'02"	225.00	N83°44'02"
06129	262.09	N89°12'02"	438.52	N10°12'02"	235.00	N83°44'02"
06129	273.38	N89°12'02"	457.39	N10°12'02"	245.00	N83°44'02"
06129	284.67	N89°12'02"	476.26	N10°12'02"	255.00	N83°44'02"
06129	295.96	N89°12'02"	495.13	N10°12'02"	265.00	N83°44'02"
06129	307.25	N89°12'02"	514.00	N10°12'02"	275.00	N83°44'02"
06129	318.54	N89°12'02"	532.87	N10°12'02"	285.00	N83°44'02"
06129	329.83	N89°12'02"	551.74	N10°12'02"	295.00	N83°44'02"
06129	341.12	N89°12'02"	570.61	N10°12'02"	305.00	N83°44'02"
06129	352.41	N89°12'02"	589.48	N10°12'02"	315.00	N83°44'02"
06129	363.70	N89°12'02"	608.35	N10°12'02"	325.00	N83°44'02"
06129	374.99	N89°12'02"	627.22	N10°12'02"	335.00	N83°44'02"
06129	386.28	N89°12'02"	646.09	N10°12'02"	345.00	N83°44'02"
06129	397.57	N89°12'02"	664.96	N10°12'02"	355.00	N83°44'02"
06129	408.86	N89°12'02"	683.83	N10°12'02"	365.00	N83°44'02"
06129	420.15	N89°12'02"	702.70	N10°12'02"	375.00	N83°44'02"
06129	431.44	N89°12'02"	721.57	N10°12'02"	385.00	N83°44'02"
06129	442.73	N89°12'02"	740.44	N10°12'02"	395.00	N83°44'02"
06129	454.02	N89°12'02"	759.31	N10°12'02"	405.00	N83°44'02"
06129	465.31	N89°12'02"	778.18	N10°12'02"	415.00	N83°44'02"
06129	476.60	N89°12'02"	797.05	N10°12'02"	425.00	N83°44'02"
06129	487.89	N89°12'02"	815.92	N10°12'02"	435.00	N83°44'02"
06129	499.18	N89°12'02"	834.79	N10°12'02"	445.00	N83°44'02"
06129	510.47	N89°12'02"	853.66	N10°12'02"	455.00	N83°44'02"
06129	521.76	N89°12'02"	872.53	N10°12'02"	465.00	N83°44'02"
06129	533.05	N89°12'02"	891.40	N10°12'02"	475.00	N83°44'02"
06129	544.34	N89°12'02"	910.27	N10°12'02"	485.00	N83°44'02"
06129	555.63	N89°12'02"	929.14	N10°12'02"	495.00	N83°44'02"
06129	566.92	N89°12'02"	948.01	N10°12'02"	505.00	N83°44'02"
06129	578.21	N89°12'02"	966.88	N10°12'02"	515.00	N83°44'02"
06129	589.50	N89°12'02"	985.75	N10°12'02"	525.00	N83°44'02"
06129	600.79	N89°12'02"	1004.62	N10°12'02"	535.00	N83°44'02"
06129	612.08	N89°12'02"	1023.49	N10°12'02"	545.00	N83°44'02"
06129	623.37	N89°12'02"	1042.36	N10°12'02"	555.00	N83°44'02"
06129	634.66	N89°12'02"	1061.23	N10°12'02"	565.00	N83°44'02"
06129	645.95	N89°12'02"	1080.10	N10°12'02"	575.00	N83°44'02"
06129	657.24	N89°12'02"	1098.97	N10°12'02"	585.00	N83°44'02"
06129	668.53	N89°12'02"	1117.84	N10°12'02"	595.00	N83°44'02"
06129	679.82	N89°12'02"	1136.71	N10°12'02"	605.00	N83°44'02"
06129	691.11	N89°12'02"	1155.58	N10°12'02"	615.00	N83°44'02"
06129	702.40	N89°12'02"	1174.45	N10°12'02"	625.00	N83°44'02"
06129	713.69	N89°12'02"	1193.32	N10°12'02"	635.00	N83°44'02"
06129	724.98	N89°12'02"	1212.19	N10°12'02"	645.00	N83°44'02"
06129	736.27	N89°12'02"	1231.06	N10°12'02"	655.00	N83°44'02"
06129	747.56	N89°12'02"	1249.93	N10°12'02"	665.00	N83°44'02"
06129	758.85	N89°12'02"	1268.80	N10°12'02"	675.00	N83°44'02"
06129	770.14	N89°12'02"	1287.67	N10°12'02"	685.00	N83°44'02"
06129	781.43	N89°12'02"	1306.54	N10°12'02"	695.00	N83°44'02"
06129	792.72	N89°12'02"	1325.41	N10°12'02"	705.00	N83°44'02"
06129	804.01	N89°12'02"	1344.28	N10°12'02"	715.00	N83°44'02"
06129	815.30	N89°12'02"	1363.15	N10°12'02"	725.00	N83°44'02"
06129	826.59	N89°12'02"	1382.02	N10°12'02"	735.00	N83°44'02"
06129	837.88	N89°12'02"	1400.89	N10°12'02"	745.00	N83°44'02"
06129	849.17	N89°12'02"	1419.76	N10°12'02"	755.00	N83°44'02"
06129	860.46	N89°12'02"	1438.63	N10°12'02"	765.00	N83°44'02"
06129	871.75	N89°12'02"	1457.50	N10°12'02"	775.00	N83°44'02"
06129	883.04	N89°12'02"	1476.37	N10°12'02"	785.00	N83°44'02"
06129	894.33	N89°12'02"	1495.24	N10°12'02"	795.00	N83°44'02"
06129	905.62	N89°12'02"	1514.11	N10°12'02"	805.00	N83°44'02"
06129	916.91	N89°12'02"	1532.98	N10°12'02"	815.00	N83°44'02"
06129	928.20	N89°12'02"	1551.85	N10°12'02"	825.00	N83°44'02"
06129	939.49	N89°12'02"	1570.72	N10°12'02"	835.00	N83°44'02"
06129	950.78	N89°12'02"	1589.59	N10°12'02"	845.00	N83°44'02"
06129	962.07	N89°12'02"	1608.46	N10°12'02"	855.00	N83°44'02"
06129	973.36	N89°12'02"	1627.33	N10°12'02"	865.00	N83°44'02"
06129	984.65	N89°12'02"	1646.20	N10°12'02"	875.00	N83°44'02"
06129	995.94	N89°12'02"	1665.07	N10°12'02"	885.00	N83°44'02"
06129	1007.23	N89°12'02"	1683.94	N10°12'02"	895.00	N83°44'02"
06129	1018.52	N89°12'02"	1702.81	N10°12'02"	905.00	N83°44'02"
06129	1029.81	N89°12'02"	1721.68	N10°12'02"	915.00	N83°44'02"
06129	1041.10	N89°12'02"	1740.55	N10°12'02"	925.00	N83°44'02"
06129	1052.39	N89°12'02"	1759.42	N10°12'02"	935.00	N83°44'02"
06129	1063.68	N89°12'02"	1778.29	N10°12'02"	945.00	N83°44'02"
06129	1074.97	N89°12'02"	1797.16	N10°12'02"	955.00	N83°44'02"
06129	1086.26	N89°12'02"	1816.03	N10°12'02"	965.00	N83°44'02"
06129	1097.55	N89°12'02"	1834.90	N10°12'02"	975.00	N83°44'02"
06129	1108.84	N89°12'02"	1853.77	N10°12'02"	985.00	N83°44'02"
06129	1120.13	N89°12'02"	1872.64	N10°12'02"	995.00	N83°44'02"
06129	1131.42	N89°12'02"	1891.51	N10°12'02"	1005.00	N83°44'02"
06129	1142.71	N89°12'02"	1910.38	N10°12'02"	1015.00	N83°44'02"
06129	1154.00	N89°12'02"	1929.25	N10°12'02"	1025.00	N83°44'02"
06129	1165.29	N89°12'02"	1948.12	N10°12'02"	1035.00	N83°44'02"
06129	1176.58	N89°12'02"	1966.99	N10°12'02"	1045.00	N83°44'02"
06129	1187.87	N89°12'02"	1985.86	N10°12'02"	1055.00	N83°44'02"
06129	1199.16	N89°12'02"	2004.73	N10°12'02"	1065.00	N83°44'02"
06129	1210.45	N89°12'02"	2023.60	N10°12'02"	1075.00	N83°44'02"
06129	1221.74	N89°12'02"	2042.47	N10°12'02"	1085.00	N83°44'02"
06129	1233.03	N89°12'02"	2061.34	N10°12'02"	1095.00	N83°44'02"
06129	1244.32	N89°12'02"	2080.21	N10°12'02"	1105.00	N83°44'02"
06129	1255.61	N89°12'02"	2099.08	N10°12'02"	1115.00	N83°44'02"
06129	1266.90	N89°12'02"	2117.95	N10°12'02"	1125.00	N83°44'02"
06129	1278.19	N89°12'02"	2136.82	N10°12'02"	1135.00	N83°44'02"
06129	1289.48	N89°12'02"	2155.69	N10°12'02"	1145.00	N83°44'02"
06129	1300.77	N89°12'02"	2174.56	N10°12'02"	1155.00	N83°44'02"
06129	1312.06	N89°12'02"	2193.43	N10°12'02"	1165.00	N83°44'02"
06129	1323.35	N89°12'02"	2212.30	N10°12'02"	1175.00	N83°44'02"
06129	1334.64	N89°12'02"	2231.17	N10°12'02"	1185.00	N83°44'02"
06129	1345.93	N89°12'02"	2250.04	N10°12'02"	1195.00	N83°44'02"
06129	1357.22	N89°12'02"	2268.91	N10°12'02"	1205.00	N83°44'02"
06129	1368.51	N89°12'02"	2287.78	N10°12'02"	1215.00	N83°44'02"
06129	1379.80	N89°12'02"	2306.65	N10°12'02"	1225.00	N83°44'02"
06129	1391.09	N89°12'02"	2325.52	N10°12'02"	1235.00	N83°44'02"
06129	1402.38	N89°12'02"	2344.39			



Middle Fork Greenway
Proposed Alignment at Chestnut Ridge

Not for Construction
Location Approximate



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AGENDA ITEM 9:

PROJECT ON AGING ANNUAL REPORT

MANAGER'S COMMENTS:

Ms. Angie Boitnotte, Project on Aging Director, will submit the annual comprehensive evaluation of the agency's operations and policies as required by the NC Division of Health Service Regulation.

Board action is requested to accept the annual report.



Watauga County Project on Aging

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

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

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

MEMORANDUM

TO: Deron Geouque, County Manager

FROM: Angie Boitnotte, Director

DATE: November 21, 2016

SUBJ: Request for Board of Commissioners' Consideration: Project on Aging Annual Report

The NC Division of Health Service Regulation requires the Project on Aging to conduct an annual comprehensive evaluation of agency operations and policies which must be presented to the Board of County Commissioners. The attached annual report addresses statistical information as to clients, services, and revenues as required by licensure standards.

I plan to be present for discussion and questions.

PROGRAM EVALUATION NCDHSR LICENSURE REQUIREMENTS

As required by the NC Division of Health Service Regulation, the Project on Aging Director must conduct an annual comprehensive evaluation of agency operations and policies. The evaluation shall assure the appropriateness and quality of the agency's services with findings used to verify policy implementation, to identify problems, and to establish problem resolution and policy revision as necessary.

An overall policy and administration review was conducted on the following areas: scope of services offered, arrangements for services with other agencies or individuals, admission and discharge policies, supervision and plan of care, emergency care, service records, personnel qualifications, and program evaluation. Revised policies are attached to the end of this annual report. The following policy changes were made:

- Confidentiality – added “Employees are informed that they can be terminated for violating the Project on Aging’s Confidentiality policy.”
- Admission of Clients – added Registered Nurse (#1); added “The availability of formal or informal services or support (hired help or agency services)” (#1)
- Discharge of Clients – added “Client obtains other formal services such as Medicaid PCS, CAP, or Hospice, or obtains hired assistance”

Throughout the policies, references to Physicians orders and CAP In-Home Aides were also removed because we no longer provide In-Home Aide Services under the CAP Program.

The attached annual report addresses statistical information regarding: number of clients receiving each service; number of visits or hours for each service; client outcomes; adequacy of staff to meet client needs; numbers and reasons for non-acceptance of clients; and reasons for discharge.

**WATAUGA COUNTY PROJECT ON AGING
FY 16 ANNUAL REPORT
JULY 1, 2015 – JUNE 30, 2016**

FY 16 Budget

Budgeted Amount	\$ 1,228,550
Expenditures	<u>1,172,453 (95.4%)</u>
Balance (under)	\$ 56,097 (4.6%)

FY 16 Revenue

Medicaid	\$ 81,169	} \$ 446,174
DSS Contract	9,770	
Donations/Fees	26,557	
HCCBG, State funds, NSIP	282,369	
E & D Transportation	22,800	
State Senior Center Allocation	15,200	
SHIIP Grant	4,182	
Self Supported Contracted Classes	4,127	
Watauga County ¹	\$ 726,279	
Total Revenue	\$1,172,453	

1 \$33,473 minimum match was required for federal and state grants.

CAP/DA MEDICAID:

The Community Alternatives Program for Disabled Adults (CAP/DA and CAP/CHOICE) provided services to 32 Medicaid clients who were certified as medically eligible to enter a nursing home but who preferred to stay at home. Medicaid funds received are based on billable services to CAP/DA and CAP/CHOICE clients and are as follows:

	<u>NUMBER SERVED</u>	<u>AMOUNT BILLED</u>
Home Delivered Meals	908 meals	\$ 2,714.92
Case Management	1,115 hours	63,064.40
Waiver Supplies	20 clients	<u>15,474.28</u>
Total		\$ 81,253.60
		(\$81,168.79 or 99.9% collected)

D.S.S. CONTRACT

The Project on Aging contracts with the Watauga County Department of Social Services to provide In-Home Aide services to disabled adults between the ages of 18 and 60, who have physical and/or mental disabilities.

751.5 Hours

\$9,769.50

HOME AND COMMUNITY CARE BLOCK GRANT

The Home and Community Care Block Grant consists of Federal Older Americans Act funds, required State match, and additional State legislative allocations. The United States Department of Agriculture reimburses .60 per meal through a program called Nutritional Services Incentive Program (NSIP) for each eligible meal served.

In-Home Aide	\$121,091
Home Delivered Meals	78,319
Congregate Meals	43,441
NSIP	26,522
Transportation	12,796
Health Promotions	<u>200</u>
Total	\$282,369

SERVICES SUMMARY**SERVICES DELIVERED / CLIENTS SERVED**

(Funding sources – County, HCCBG, Medicaid, DSS Contract, E&D)

DESCRIPTION	UNITS SERVED	# of CLIENTS
Congregate Meals	15,461	407
Home Delivered Meals	20,370	144
CAP Home Delivered Meals	908	7
Transportation	6,005	73
In-Home Aide Level I	7,856	124
In-Home Aide Level II	3,149	47
Respite Level I & II	1,269	19
DSS In-Home Aide	752	14
Medical Loan Closet	--	210

STAFF SUMMARY

The following staff worked in providing In-Home Services during FY 16:

- 8 In-Home Aides
- 1 In-Home Aide Supervisor
- 1 Home Delivered Meals Coordinator
- 1.5 CAP Case Managers
- .5 RN Supervisor

CLIENT OUTCOMES

77 clients receiving in-home services were discontinued in FY 16 for the following reasons:

- 22 Death
- 21 Placed in a Facility
- 19 Services not needed (improved, client request)
- 6 Moved out of County
- 6 No Longer Eligible (hired help, obtained other services, change in living situation)
- 2 Placed on CAP/DA or CAP/CHOICE Services
- 1 Off Over 30+ Days

NON-ACCEPTANCE of CLIENTS

51 clients were referred for services in FY 16 who were not placed on service roles.

CAP – 20

- 9 Declined services
- 3 Medicaid issues (eligibility, deductable, estate recovery)
- 3 Placed in nursing facility / chose to stay in nursing facility
- 3 Death
- 2 Other (MD refused to sign, no return calls)

In-Home Aide – 31

- 14 Declined services
- 8 Needs met through other services/support
- 3 Not eligible
- 3 Nursing Facility
- 2 No response from client
- 1 Deceased

CLIENT DEMOGRAPHICS

During FY 16, more females than males were served through the In-Home Services programs; 66% of the clients were female, and 34% of the clients were male. Forty four percent (44%) of the In-Home Services clients served were classified as economically needy, while 100% of in-home clients were classified as at-risk or high-risk for being placed in a facility or not being able to remain in their own homes. The majority of the clients served were over the age of 75 (64%) while 92% were over the age of 60.

SENIOR CENTER REPORTS

LOIS E. HARRILL SENIOR CENTER

Congregate Participants	197
AARP Tax Assistance	131
ASU Interns / Research Projects / Volunteers / etc.	44
Center Classes, Activities and Services	1,319
Newsletter " <i>Young at Heart</i> "	500

WESTERN WATAUGA COMMUNITY CENTER

Congregate Participants	160
AARP Tax Assistance	70
ASU Interns / Research Projects / Volunteers / etc.	79
Center Classes, Activities and Services	289
Community Center	4,566
Parking/Ground Use	765

Currently, by census projection, there are 8,000+ residents in Watauga County over the age of 60. The Lois E. Harrill Senior Center continues to grow with many activities being requested especially in the areas of wellness/fitness and computers. The Lois E. Harrill Senior Center continued to partner with Appalachian State University to offer CHAMP (Community Health and Mobility Partnership), a free program designed to improve balance, strength and mobility for seniors. SHIP volunteers continue to go out into the community to assist with enrolling new Medicare clients into prescription drug plans and have also helped many apply for extra help, thus lowering the cost of their monthly premiums. During FY16, the SHIP volunteers and staff assisted 616 Medicare recipients with Medicare questions, prescription drug plans and supplements.

According to the numbers listed above, over 5,000 individuals utilized the Western Watauga Community Center during FY 16. It is difficult to schedule multiple classes, meetings, etc., due to limited space. We were able to expand into the unused WAMY space, which provided a room for exercise equipment, and space to conduct exercise classes and small group meetings/classes.

NARRATIVE SUMMARY

The Project on Aging's revenues were more than projected during FY 16, while expenditures were less than projected. We also maintained a Medicaid revenue collection rate of 99.9%.

Services were delivered above the prior year's level in Home Delivered Meals; 21,278 (+324) Home Delivered Meals were delivered to 151 frail adults (+13). We served 221 less CAP meals and 545 additional HCCBG meals. We did not deliver six (6) days during FY 16 due to inclement weather. Emergency meals were provided to cover those days.

Services were delivered below the prior year's level for In-Home Aide Services; 13,026 hours (-607) of In-Home Aide Services were delivered to 204 frail adults (+12).

During FY 16, the Home Delivered Meals program averaged 94 clients at any given time with an average of 1 on the waiting list. The In-Home Aide program averaged 144 clients and 12 on the waiting list, with more than 11 current clients who are eligible for and need additional service. The CAP program maintained an average caseload of 23 clients with no waiting list during FY 16.

The Project on Aging's goal continues to be to provide services to the over 60 and disabled adult population, thereby allowing them to maintain their independence as opposed to premature institutionalization. During FY17, the Project on Aging will continue to focus on providing services to the frailest, oldest, and poorest residents. As the at-home population becomes older and frailer with more acute needs for services, the demand for in-home services is expected to increase. The Project on Aging continues to maximize its efforts in service delivery and utilized more than 300 volunteers in the delivery of services during FY16.

SUBJECT: CONFIDENTIALITY**POLICY**

1. To protect the client's right to privacy.
2. To protect the service records from loss, alteration, unauthorized use, or damage.
3. To be compliant with federally mandated Health Insurance Portability and Accountability Act (HIPAA).

PROCEDURE

1. All requests for client information are reviewed to determine whether or not the individual requesting the information will be allowed access to the information based on HIPAA regulations.
2. Clients will receive a copy of Watauga County Project on Aging's Notice of Privacy Practices at the time of the initial assessment, but no later than the date of the first service delivery by the Watauga County Project on Aging, and to other persons upon request.
3. The Watauga County Project on Aging staff member who provides the agency's Notice of Privacy Practices to a client shall obtain written acknowledgement of the client's receipt of the Notice of Privacy Practices. The written acknowledgement shall be obtained by the client signing the Acknowledgement of Receipt form which will be filed in the client's file.
4. The Watauga County Project on Aging shall obtain the individual's written authorization in accordance with HIPAA policies prior to using or disclosing protected health information.
5. The original service record is filed securely in the agency office.
6. **Employees are informed that they can be terminated for violating the Project on Aging's confidentiality policy.**

SUBJECT: ADMISSION OF CLIENTS**POLICY**

Acceptance of clients who are referred to or request in-home services is based on the reasonable expectation that the client's home care needs can be met by the Project on Aging staff in the client's place of residence.

PURPOSE

1. To establish specific admission requirements for acceptance of clients for In-Home Aide services.
2. To assess referrals for appropriateness of admission to Project on Aging services.

PROCEDURE

1. For Level I and II In-Home Aide clients, the In-Home Aide Supervisor or the **Registered Nurse** assesses all referrals for appropriateness of admission for In-Home Aide services by considering the following:
 - a. Adequacy and suitability of agency personnel and resources to provide the services required by the client.
 - b. A reasonable expectation that the client's medical, personal and social needs can be met adequately at home.
 - c. The presence of adequate physical facilities in the client's home for his plan of care.
 - d. The availability or absence of family or substitute family members able and willing to participate in the client's care when necessary to ensure the safety of the client.
 - e. **The availability of formal or informal services or support (hired help or agency services)**
 - f. The client's home is located in the geographical area served by the Watauga County Project on Aging (Watauga County).
2. With the permission of the client, the referral source will be notified when one or more needed and requested services (including assessment) cannot be provided to a specific client within a time frame requested by the referral source and established by agency policy.
3. With the permission of the client, services will be coordinated with and referrals made to other appropriate agencies when the agency is unable to respond to a request for service promptly, or to continue to provide service.
4. All clients are accepted for care regardless of color, creed, age, or sex in accordance with Title VI of the Civil Rights Act.

SUBJECT: DISCHARGE OF CLIENTS

POLICY

Clients are discharged from the Project on Aging when services are no longer needed or desired, or the agency determines that the client's needs can no longer be met with the resources available to the agency.

PURPOSE

1. To establish specific criteria for the discharge of clients from the Project on Aging.
2. To ensure consistent treatment of all clients served by the Project on Aging.

PROCEDURE

1. The In-Home Aide Supervisor reviews all discharges for appropriateness of discharge from the Project on Aging.
2. Clients may be discharged from the Project on Aging for the following reasons:
 - a. The client no longer needs the Project on Aging services.
 - b. The client or caregiver indicates that he or she no longer wishes to receive services from the Project on Aging agency.
 - c. The client or caregiver harasses (sexually or otherwise) staff or volunteers.
 - d. The home situation becomes unsafe for agency staff, volunteers, or client.
 - e. The client or caregiver will not cooperate with the agreed upon care plan.
 - f. The client is admitted to a hospital, nursing home, rest home, or other institutional setting, or is absent for any reason, for more than thirty (30) days.
 - g. The client expires.
 - h. The Project on Aging does not have adequate resources to furnish the level of services needed by the client.
 - i. **The client obtains other formal services such as Medicaid PCS, CAP, or Hospice, or obtains hired assistance.**
3. The client or caregiver will be involved in the discharge planning process whenever possible.
4. Advance notice of at least 48 hours will be given to the client or responsible party when service provision is to be reduced or terminated, except in cases where the client is in agreement with the changes, there is a danger to a client or staff member, or the physician terminates services.
5. The Project on Aging will provide information about other community services and agencies that may be beneficial to the client when applicable to the client's situation.

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AGENDA ITEM 10:

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

314 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: November 28, 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>
103300 343307	NC General Assembly Grant		100,000
103311 312009	Donation from TDA for Recreation		60,000
104283 469500	Contracted Services-Parks	160,000	

Per Board action 10-4-16; to recognize the acceptance of the NC General Assembly grant funds and the donation from the Watauga County District U Tourism Development Authority on behalf of the Middlefork Greenway. No County dollars are required for this contract.

103991 399100	Fund Balance Appropriated		3,415,887
109800 498021	Transfer to Capital Projects Fund	2,800,000	
104199 418300	Other Post Employment Benefits	470,887	
104310 454000	Sheriff's Office Capital Outlay-Vehicles	105,000	
104268 458000	Anderson Bldg Capital Outlay-Building	40,000	
213980 398100	Transfer from General Fund		2,800,000
219930 459122	Watauga Co Schools - CIP set aside	300,000	
219930 461202	Recreation-Pool Renovations	2,000,000	
219930 441701	Facilities Maintenance	250,000	
219930 461100	Emergency Communications	250,000	

Per Board action 11-15-16; to transfer the FY 15-16 increase in unassigned fund balance per the County Manager's recommendation.

103300 349909	NC Lottery Funds		37,500
105911 471000	Proposed Lottery		300,000
105911 470001	Carpet/Tile replacements	30,000	
105911 470003	Blowing Rock Fire Alarm System	57,500	
105911 470010	Green Valley Window Replacements	40,000	
105911 470019	Green Valley Gym Doors	15,000	
105911 470021	WHS Stadium Water Issues	120,000	
105911 470022	WHS Batting Facility	50,000	
105911 470023	Elementary School Bleachers	25,000	

To allocate funds for the requested Lottery projects approve by Commisioners and the NC DPI.

AGENDA ITEM 11:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. January's Meeting Schedule

MANAGER'S COMMENTS:

The Board has traditionally cancelled one of the meetings in December or January depending on how the holidays have fallen. Due to where Christmas and New Year fall during the week, staff would recommend the Board cancel the first meeting in January as there would be insufficient time to prepare the Board packets. Historically, December and the first weeks in January have few issues requiring Board action.

Staff seeks direction from the Board in cancelling the first meeting in January.

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AGENDA ITEM 11:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. 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 11:**MISCELLANEOUS ADMINISTRATIVE MATTERS*****C. Announcements*****MANAGER'S COMMENTS:**

The Register of Deeds Staff invites you to join them for holiday goodies on Monday, December 12, 2016, from 2:00 – 4:00 P.M. in the Land Records Office.

The Annual County Christmas Luncheon, scheduled on Tuesday, December 13, 2016, will be held at Dan'l Boone Inn from 11:45 A.M. to 2:00 P.M.

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

January 6-7, 2017	Winston-Salem
January 25-26, 2017	Asheville
February 8-9, 2017	Raleigh
February 22-23, 2017	New Bern

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

The Register of Deeds Staff would like to invite you to join us for some holiday goodies on Monday, December 12th, 2016 2-4pm in the Land Records Office.

We will be collecting non-perishable food items for donation to Watauga County Hunger Coalition.

Wishing each of you a very Merry Christmas and many Blessings in 2017! Thank you for your friendship and support over the past year!

Amy, Kathy, Carolyn, Lorie, Anne, Kim, Christy



Anita.Fogle

From: UNC School of Government <announcements@sog.unc.edu>
Sent: Tuesday, November 15, 2016 4:42 PM
To: Anita.Fogle
Subject: Register Now: Essentials of County Government



UNC
SCHOOL OF GOVERNMENT

Courses for County Elected Officials

Essentials of County Government

January 6-7, 2017	Winston-Salem
January 25-26, 2017	Asheville
February 8-9, 2017	Raleigh
February 22-23, 2017	New Bern

This two-day course is designed to help newly elected officials understand the basics of county government. Entire boards and managers are encouraged to attend together.



Program Topics:

- What counties do and how they do it
- Governing board roles and responsibilities
- Financing county government
- State-mandated ethics training

Registration: To register online, visit bit.ly/Essentials2017 and click "4 upcoming offerings" under the program title. To register over the phone, call 919.966.4414.

Workshop for Veteran Elected Officials - People and Jobs on the Move: Implications for North Carolina's Competitiveness

January 6, 2017	Winston-Salem
January 25, 2017	Asheville

REGISTER NOW

SEND TO A COLLEAGUE

CONNECT WITH US!



February 22, 2017

New Bern

Three waves of economic globalization, facilitated largely by innovations in information, communications, and transportation, are profoundly changing where and how work is done.

Demographics expert and UNC Professor [James Johnson](#) will lecture on the following topics:



- The effect of disruptive demographic trends on the structure and organization of work in an increasingly diverse global marketplace
- Using the competitive toolkit of knowledge, skills, and cultural competencies required in a global business environment

Registration: To register online, visit bit.ly/Essentials2017 and click "4 upcoming offerings" under the program title. To register over the phone, call 919.966.4414.

For more information: Contact Carolyn Boggs, program manager, at 919.966.4157 or boggs@sog.unc.edu.

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Essentials of County Government and a Workshop for Veteran Elected Officials

Congratulations! You won the election. Now what?

Please join us for The Essentials of County Government, a dynamic orientation program for newly elected county commissioners. This program offers invaluable resources for new commissioners looking to maximize their leadership during their first months of service. The two-day program gives the new elected information about their legal, ethical, and governing responsibilities.

New commissioners benefit by networking with other newly elected officials and interacting with faculty from the School of Government and professional staff from the NC Association of County Commissioners.

New commissioners are encouraged to come with their county managers and veteran board members as the orientation serves as a useful refresher and a way for boards to translate what they learn into practice back "home."

People and Jobs on the Move: Implications for North Carolina's Competitiveness, a workshop for veteran elected officials

We are lucky to have Dr. Jim Johnson, a national expert on the social and economic changes facing North Carolina, as our presenter this year. Participants will be introduced to a competitive toolkit of knowledge and skills as well as cultural competencies required to survive, thrive, and prosper in an ever changing, agile and flexible global business environment.



James H. Johnson Jr. is the William R. Kenan Jr. Distinguished Professor of strategy and entrepreneurship and director of the Urban Investment Strategies Center at the Frank Hawkins Kenan Institute of Private Enterprise.

This workshop is designed for all veteran city and county elected officials and is an option for those veteran county officials who come to the Essentials. While their newly elected board members are getting the basics on day one, veteran county leaders can join their colleagues on site for an engaging and provocative look at how to make counties competitive in a global market.

Note: Elected officials who attend this workshop will earn 6 points towards recognition in the Local Elected Leaders Academy.

Registration fees and scholarships

Registration fees

\$425 Essentials of County Government (a two-day workshop for newly elected county officials)

\$425 Essentials of County Government and a one-day workshop for veteran elected county officials

\$225 People and Jobs on the Move: Implications for North Carolina's Competitiveness (a one-day workshop for veteran elected county and municipal officials)

Scholarships: Scholarships are available for those commissioners who would not be able to attend otherwise and preference is given to boards sending three or more to the program. Scholarships for elected leaders are made possible through donations to the School of Government by the Local Government Federal Credit Union, NC Association of City County Managers, and Prudential. **CLICK HERE** for application

Additional information:

Agenda:

Day One

8:30 AM-3:00 PM Essentials of County Government - a two-day orientation program for newly elected commissioners, veteran elected officials and entire boards

- Context for NC county governments
- What counties do and how they do it
- Governing board roles and responsibilities

3:00 PM-5:00 PM-Ethics for Elected Officials (satisfies state mandated training) Both Essentials and workshop registrations include ethics training

Day Two

8:00 AM -5:00 PM - a two-day orientation program for newly elected commissioners, veteran elected officials and entire boards

- Financing county government
- Working with others
- County responsibility for public school financing
- "Bottom Line" - a budget simulation

SCHOLARSHIP OPPORTUNITIES

Scholarships: Scholarships are available for those commissioners who would not be able to attend otherwise and preference is given to boards sending three or more to the program. Scholarships for elected leaders are made possible through donations to the School of Government by the Local Government Federal Credit Union, NC Association of City County Managers, Progress Energy, and Prudential.

Registration: Required prior to applying for a scholarship

Deadline: 21 days prior to the start date of the course you are registered for.

Application Link: [**click HERE**](#)

Recurring:

This course is offered periodically.

Sponsor:

North Carolina Association of County Commissioners



Vaughn M. Upshaw

Lecturer in Public Administration and Government

upshaw@sog.unc.edu



Donna E. Warner

Director, Local Elected Leaders Academy

warner@sog.unc.edu

For questions regarding course details, please contact the program manager.



Carolyn S. Boggs

919.966.4157

Program Manager

boggs@sog.unc.edu

For questions regarding course content, please contact the faculty coordinator.



Vaughn M. Upshaw

Lecturer in Public Administration and Government

upshaw@sog.unc.edu



Donna E. Warner

Director, Local Elected Leaders Academy

warner@sog.unc.edu

For questions regarding registration, resetting passwords, or login issues, please contact Registration at registration@sog.unc.edu or 919-966-4414.



UNC
SCHOOL OF GOVERNMENT

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Chapel Hill, NC 27599-3330
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AGENDA ITEM 12:

PUBLIC COMMENT

AGENDA ITEM 13:

BREAK

AGENDA ITEM 14:

CLOSED SESSION

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