

TENTATIVE AGENDA AND MEETING NOTICE

WATAUGA COUNTY BOARD OF COMMISSIONERS



Tuesday, September 15, 2026 at 5:30 PM



Watauga County Administration
Building, Commissioners' Board Room

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	Call Regular Meeting to Order		
	2	Approval of Minutes - September 1, 2026, Regular Meeting - September 1, 2026, Closed Session		3
	3	Approval of the September 15, 2026, Agenda		12
5:35	4	Public Comment Limited to a maximum of one hour, with time adjusted based on the number of speakers.	Braxton Eggers Chairman	13
5:40	5	Public Hearing to Allow Citizen Comment on the Watauga County Community Development Block Grant Disaster Recovery – Community Infrastructure Program Application	Braxton Eggers Chairman	14
5:45	6	Public Hearing to Allow Citizen Comment on the Proposed Watauga County Ambulance Franchise Ordinance	Braxton Eggers Chairman	17
5:50	7	Public Hearing to Allow Citizen Comment on Proposed Amendments to Chapter 11 of the Watauga County Code of Ordinances	Braxton Eggers Chairman	30
5:55	8	Boone Gorge Park on the Middle Fork Greenway Change Order #1 Request	Wendy Patoprsty Middle Fork Greenway Director	37
6:00	9	Bid Award Request for 2026 Custodial Services	Robert Marsh Maintenance Director	43
6:05	10	Emergency Services Matters A. Recorder Maintenance Contract Renewal B. LEPC Bylaws Update	Will Holt Emergency Services Director	58 61
6:10	11	Tax Matters A. Monthly Collections Report B. Refunds and Releases	Tyler Rash Tax Administrator	66 68
6:15	12	Miscellaneous Administrative Matters A. Boards and Commissions B. Announcements	Deron Geouque County Manager	72 76
6:20	13	Commissioners' Comments	Braxton Eggers Chairman	77

TIME	#	TOPIC	PRESENTER	PAGE
6:25	14	Break		77
6:30	15	Closed Session Attorney-Client Matters per G. S. § 143-318.11(a)(3)		77
6:35	16	Adjourn		

A G E N D A I T E M 2 :

APPROVAL OF MINUTES

- September 1, 2026, Regular Meeting
- September 1, 2026, Closed Session

MEETING MINUTES

WATAUGA COUNTY BOARD OF COMMISSIONERS

Tuesday, September 1, 2026

The Watauga County Board of Commissioners held a regular meeting on Tuesday, September 1, 2026, at 5:30 p.m. in the Commissioners' Board Room located in the Watauga County Administration Building in Boone, North Carolina.

1. CALL REGULAR MEETING TO ORDER

Chairman Eggers called the meeting to order at 5:30 p.m. The following were present:

PRESENT: Braxton Eggers, Chairman
 Todd Castle, Vice-Chairman
 Tim Hodges, Commissioner
 Ronnie Marsh, Commissioner
 Nathan Miller, County Attorney
 Deron Geouque, County Manager
 Madison Mathis, Clerk to the Board

[Clerk's Note: Commissioner Greene was not in attendance due to a prior engagement.]

Commissioner Hodges offered the prayer and Commissioner Marsh led the Pledge of Allegiance.

2. APPROVAL OF MINUTES

Chairman Eggers presented the August 18, 2026, regular meeting and closed session minutes.

Commissioner Marsh, seconded by Commissioner Hodges, moved to approve the August 18, 2026, regular meeting minutes as presented.

VOTE: Aye – 4
 Nay – 0
 Absent – 1 (Greene)

Commissioner Marsh, seconded by Commissioner Hodges, moved to approve the August 18, 2026, closed session minutes as presented.

VOTE: Aye – 4
 Nay – 0
 Absent – 1 (Greene)

3. APPROVAL OF AGENDA

Chairman Eggers called for additions or corrections to the September 1, 2026, agenda.

Vice-Chairman Castle, seconded by Commissioner Marsh, moved to approve the September 1, 2026, agenda as presented.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

4. PUBLIC COMMENT

The following people spoke during public comment:

- **Craig Dudley** - a Sampson resident, expressed dissatisfaction with changes in the County, including increased traffic and rising property taxes. He commented on the difficulty of affording housing for individuals who work outside the County and encouraged the Board to take action regarding the changes occurring in the community.

AWARD PRESENTATION

Chairman Eggers invited Dr. Mark Poarch to assist with the presentation of the Order of the Long Leaf Pine Award to Lowell Younce in recognition of his contributions to the community.

5. 2026 COMMUNICABLE DISEASE & PREPAREDNESS REPORT

Ms. Karina Martinez-Gonzalez with AppHealthCare presented the 2026 Communicable Disease & Preparedness Report, providing an overview of communicable disease trends and incidence rates in the community, including enteric and tick-borne diseases and vaccine-preventable disease outbreaks. She also discussed emerging trends and partner collaboration efforts, including the recent rabies exposure associated with a petting zoo.

Commissioners discussed communicable disease trends among students and collaboration between AppHealthCare and Appalachian State University Health Services. The cost of rabies vaccinations was also discussed.

The update was for information only; therefore, no action was required at this time.

6. PROPOSED 5311 TRANSIT FUNDS DESIGNEE CERTIFICATION RESOLUTION & ROAP UPDATE

Mr. Craig Hughes, AppalCART Director, requested the Board adopt the enclosed resolution designating AppalCART as the recipient of the 5311 transit funds for Watauga County. NCDOT requires a new resolution every five years as part of the grant application process. Mr. Hughes also provided a brief update on the Rural Operating Assistance Program (ROAP) grant and AppalCART.

Commissioner Marsh, seconded by Commissioner Hodges, moved to adopt the enclosed resolution authorizing the filing of applications with the North Carolina Department of Transportation and execute the designee certification form.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

7. RENEW NC COMMUNITY INFRASTRUCTURE PROGRAM GRANT – EMERGENCY SERVICES COMMUNICATIONS

Mr. Jackson Marcellus with the High Country Council of Governments presented information regarding Watauga County's proposed application for the Renew NC Community Infrastructure Program to assist Watauga Emergency Services with communication effectiveness and redundancy. The presentation included information regarding the CDBG-DR grant application process and the required public hearing and resolution.

Vice-Chairman Castle, seconded by Commissioner Hodges, moved to schedule a public hearing for September 15, 2026, to receive public comment regarding Watauga County's proposed application for CDBG-DR funding through the Renew NC Community Infrastructure Program.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

Commissioner Marsh, seconded by Vice-Chairman Castle, moved to approve the Resolution to Apply for Community Development Block Grant–Disaster Recovery (CDBG-DR) Funding.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

8. ANIMAL CONTROL VEHICLE PURCHASE REQUEST

Mr. Chris Marriott, Operations Services Director, requested the Board approve the purchase of a 2027 Ford F-150 4x4 SuperCab for Watauga County Animal Control from Parks Ford of Hendersonville for \$41,608.80, based on pricing through the North Carolina Sheriffs' Association contract. The vehicle will be used for enforcement calls, resident assistance, and the removal and transport of stray and nuisance animals. The purchase was budgeted in the FY 2026-2027 Operating Budget for the Animal Control Division.

Commissioner Hodges, seconded by Vice-Chairman Castle, moved to approve the purchase of the 2027 Ford F-150 4x4 from Parks Ford of Hendersonville for \$41,608.80.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

9. MISCELLANEOUS ADMINISTRATIVE MATTERS

A. EWP Engineering Services Agreement

County Manager Geouque presented the proposed engineering consulting services needed to support the Watauga Soil and Water Conservation District's Emergency Watershed Protection (EWP) Program in addressing watershed damage caused by Hurricane Helene. The Board considered service agreements with Blue Ridge Environmental Consulting (BREC) and Brushy Fork Environmental Engineering and Consulting for assessment, planning, design, permitting, and implementation of EWP projects.

Commissioner Marsh, seconded by Commissioner Hodges, moved to authorize the service agreements with Blue Ridge Environmental Consulting (BREC) and Brushy Fork Environmental Engineering and Consulting for engineering consulting services related to the Emergency Watershed Protection Program.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

B. Change Order Requests #1 - 4 for Cove Creek Park

County Manager Geouque presented Change Order Requests 1-4 submitted by Greene Construction for the Cove Creek Park Project. The change orders reflected scope revisions, design changes, price escalations, and subsurface materials, with a total estimated cost of \$293,595.34.

Chairman Eggers asked whether the County would seek FEMA reimbursement for the costs, and County Manager Geouque confirmed that the County would.

Chairman Eggers, seconded by Vice-Chairman Castle, moved to approve Change Order Requests 1-4 with Greene Construction for the Cove Creek Park Project in the amount of \$293,595.34, as presented.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

C. Change Order Request #9 for Valle Crucis School

County Manager Geouque presented Change Order Request 9 submitted by H&M Constructors for the Valle Crucis School Project. The change order included adjustments for door access, fire tank wiring, occupancy sensors, and a filler piece for sink aprons. The project continued to reflect a negative cumulative change order balance.

Commissioner Marsh questioned the cost associated with the replacement of a heater and why the County was responsible for the expense. The Board discussed the matter.

Commissioner Hodges, seconded by Commissioner Marsh, moved to approve Change Order Request 9 with H&M Constructors for the Valle Crucis School Project in the amount of \$21,292.42, as presented.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

D. Rescind Rootsii, LLC Economic Development Incentive

County Manager Geouque presented the request to rescind the economic development incentive previously approved for Rootsii, LLC. The County was notified that Rootsii, LLC had accepted an offer from another county; therefore, the previously approved incentive was no longer applicable.

Commissioner Marsh expressed concerns regarding the work undertaken by County staff and economic development partners on the project and the County's prior discussions regarding the incentive. Chairman Eggers commented on the importance of trust and following through on commitments and expressed appreciation to those involved in the project.

Commissioner Marsh, seconded by Vice-Chairman Castle, moved to rescind the economic development incentive previously approved for Rootsii, LLC.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

E. Boards and Commissions

The Town of Boone designated Council Member Adrian Tait to serve as the Town Council liaison on the Watauga County Parks and Recreation Commission in place of Council Member Virginia Roseman.

Chairman Eggers waived the first reading and allowed the Board to proceed with consideration of the appointment.

Commissioner Hodges, seconded by Commissioner Marsh, moved to appoint Adrian Tait to the Watauga County Parks and Recreation Commission.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

F. Announcements

County Manager Geouque announced that the Board would hold two public hearings on Tuesday, September 15, 2026, at 5:30 P.M. regarding proposed amendments to Chapter 11 of the Watauga County Code of Ordinances concerning electronic access gates for gated communities and the proposed Watauga County Ambulance Franchise Ordinance. He noted that the EMS Advisory Committee had been encouraged to review the proposed Ambulance Franchise Ordinance and recommend any changes it deemed appropriate.

County Manager Geouque announced that the High Country Council of Governments would hold its 51st Annual Banquet on Friday, October 16, 2026, at the Appalachian State University Grandview Ballroom. RSVPs were required by September 30, 2026.

County Manager Geouque announced that the Watauga County Comprehensive Transportation Plan (CTP) and public survey were now available on the County's website and encouraged the public to participate.

10. COMMISSIONERS' COMMENTS

- **Vice-Chairman Castle** echoed the sentiments expressed regarding the County's efforts to work with Rootsii, LLC and disappointment that the project did not move forward.
- **Commissioner Hodges** agreed with Vice-Chairman Castle's comments and emphasized the resilience of the County and community and the importance of continuing to move forward.
- **Commissioner Marsh** reiterated the importance of resilience and a County and community that stand behind their values. He expressed appreciation for individuals who live in the County and work to make it a better place to live and work.
- **Chairman Eggers** congratulated Vice-Chairman Castle's son on being signed to the Indianapolis Colts' practice squad.

11. BREAK

12. CLOSED SESSION

At 6:30 p.m., Commissioner Marsh, seconded by Vice-Chairman Castle, moved to enter into Closed Session pursuant to G.S. § 143-318.11(a)(3) to discuss matters protected by attorney-client privilege.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

At 8:47 p.m., Chairman Eggers, seconded by Commissioner Marsh, moved to resume the open meeting.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

13. ADJOURN

At 8:48 p.m., Vice-Chairman Castle, seconded by Commissioner Hodges, moved to adjourn the meeting.

VOTE: Aye – 4
Nay – 0
Absent – 1 (Greene)

Braxton Eggers, Chairman

ATTEST: Madison Mathis, Clerk to the Board

DRAFT

A G E N D A I T E M 3 :

APPROVAL OF SEPTEMBER 15, 2026, AGENDA

A G E N D A I T E M 4 :

PUBLIC COMMENT

Manager's Comments:

Public Comment is limited to a maximum of one hour, with time adjusted based on the number of speakers.

A G E N D A I T E M 5 :**PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE
WATAUGA COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT
DISASTER RECOVERY – COMMUNITY INFRASTRUCTURE PROGRAM
APPLICATION****Manager's Comments:**

A public hearing has been scheduled to allow citizen comment on Watauga County's proposed application for the Renew NC Community Infrastructure Program, a Community Development Block Grant Disaster Recovery (CDBG-DR) program. The proposed application would assist Watauga Emergency Services with improving communication effectiveness and redundancy.

The public hearing is being held as part of the CDBG-DR grant application process. The Board previously adopted the required resolution affirming the County's intent to apply for funding and scheduled the public hearing for September 15, 2026.

No further Board action is anticipated following the public hearing unless necessary based on public comment or requirements of the grant application process.

Notice of Public Hearing to Solicit Input for Watauga County Community Development Block Grant Disaster Recovery – Community Infrastructure Program Application

Notice is hereby given that the Watauga County Board of Commissioners will conduct a public hearing on September 15th at 5:30 PM, or as soon thereafter as the agenda will allow, in the Commissioners' Board Room, located in the Watauga County Administration Building at 814 W. King Street, Boone, North Carolina, relative to the intention of the County to apply for FY2026 Community Development Block Grant Disaster Recovery – Community Infrastructure (CDBG-DR CI) Program funding. The purpose of this grant program is to assist in the revitalization of Helene-impacted areas located within State- and HUD-identified Most Impacted and Distressed (MID) counties. The minimum grant amount is \$500,000, and the maximum grant amount is \$15,000,000.

Grant applications will be submitted to support the recovery and revitalization of storm-impacted areas through a range of program-eligible activities, including, but not limited to: Restoration of critical services and infrastructure (such as water and sewer facilities, streets, provision of permanent generators, bridges, etc.); Demolition, rehabilitation, or construction of programmatically eligible public or semi-public facilities; Flood control and drainage repair and improvements, including the construction or rehabilitation of storm water management systems; Acquisition (e.g., easement, right-of-way [ROW], etc.); as part of a project; Rehabilitation of schools, health care centers, water or wastewater facilities, drainage improvements, etc.; Related site preparation and infrastructure improvements; Reasonable and customary non-construction (soft cost such as architectural and engineering fees). More information about the Notice of Funding Opportunity can be found on the State's website:

<https://www.commercerecovery.nc.gov/renew-nc-programs/community-infrastructure/notice-funding-opportunity-renew-nc-community-infrastructure-program>

Watauga County intends to apply for a CDBG-DR CI grant to help Watauga Emergency Services improve communication effectiveness and redundancy by constructing two radio towers and erecting wind-resistant lines and antennas. If awarded, this project would support resiliency efforts by creating communication redundancy, ensuring emergency services maintain communication capabilities during future potential disasters.

Citizens will be given the opportunity to provide oral and written comment on the County's past and proposed use of CDBG funds at the public hearing. All interested citizens are encouraged to attend.

If additional information is needed, please contact Mr. Will Holt at (828) 264-4235. Formal written complaints or comments concerning the application process that are submitted to the Watauga County Manager's Office prior to or following the public hearing will be responded to

within fifteen (15) working days by the County Manager's Office. A copy of the completed project application will be available for public review after September 16th, 2026. Requests for a copy of the proposed application can be directed to the Watauga County Manager's Office at (828) 265-8000.

Persons with disabilities or who otherwise need assistance should contact the Watauga County Manager's Office at (828) 265-8000 by September 8, 2026. Accommodations will be made for all who request assistance with participating in the public hearing.

This information is available in Spanish or any other language upon request. Please contact the Watauga County Manager's Office, at (828) 265-8000, or at the Watauga County Administration Building for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con la Oficina del Administrador del Condado de Watauga, al (828) 265-8000 o en el Edificio de Administración del Condado de Watauga para solicitar alojamiento.

A G E N D A I T E M 6 :**PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON THE
PROPOSED WATAUGA COUNTY AMBULANCE FRANCHISE
ORDINANCE****Manager's Comments:**

A public hearing has been scheduled to allow citizen comment on the proposed Watauga County Ambulance Franchise Ordinance. The ordinance establishes requirements for the granting of ambulance service franchises within Watauga County, including application requirements, operational standards, vehicle and equipment requirements, reporting requirements, enforcement provisions, and continuation of the EMS Advisory Committee. The proposed ordinance reflects the transition from a private provider to a County-operated EMS system. The EMS Advisory Committee has been encouraged to review the proposed ordinance and recommend any changes it deems appropriate.

Following the public hearing, the Board may consider adoption of the ordinance.

PUBLIC HEARING NOTICE
PROPOSED WATAUGA COUNTY AMBULANCE FRANCHISE ORDINANCE

The Watauga County Board of Commissioners will hold a public hearing on Tuesday, September 15, 2026, at 5:30 P.M. in the Commissioners' Board Room, Watauga County Administration Building, 814 W. King Street, Boone, North Carolina, to receive public comment on the proposed Watauga County Ambulance Franchise Ordinance.

The proposed ordinance establishes requirements for ambulance service franchises within Watauga County, including application and operational requirements, vehicle and equipment standards, reporting requirements, enforcement provisions, and the EMS Advisory Committee.

All interested persons are invited to attend and be heard. Information regarding this matter may be obtained from the Office of the County Manager during normal business hours by calling (828) 265-8000.

PLEASE RUN IN THE PUBLIC/LEGAL SECTION OF THE WATAUGA DEMOCRAT IN THE WEDNESDAY, AUGUST 26, 2026 AND SEPTEMBER 2, 2026 EDITION.

SUBMIT BILL AND AFFIDAVIT OF PUBLICATION TO:

Office of the County Manager
Watauga County Administration Building
814 West King Street, Suite 205
Boone, NC 28607

ORDINANCE NUMBER XXX

WATAUGA COUNTY AMBULANCE FRANCHISE ORDINANCE

An ordinance governing the granting of franchises for ambulance services and other pre-hospital emergency medical services. The County of Watauga Board of Commissioners does ordain the following:

Section I. Definitions

Unless the context otherwise requires, the following definitions shall apply in the interpretation and enforcement of this ordinance:

1.1 Ambulance – The term “ambulance” shall mean any publicly or privately-owned vehicle that is specifically designed, constructed, or modified and equipped, and is intended to be used for and is maintained or operated for the transportation upon the streets and highways in this State of persons who are sick, injured, wounded, or otherwise incapacitated or helpless. All ambulances shall be licensed by the North Carolina Office of EMS.

1.2 Ambulance Service – The term “ambulance service” shall mean a public or privately-owned enterprise that is engaged in the transportation of patients to emergency and/or non-emergency medical facilities.

1.3 Approved – The terms “approved” or “approval” shall mean approved by the North Carolina Medical Care Commission pursuant to the latter’s rules and regulations promulgated under North Carolina General Statutes 143B-165.

1.4 Back-up Ambulance Service – The term “back-up ambulance service” shall mean the system of personnel and equipment meeting the same criteria as the ambulance service but not normally dispatched as first call response.

1.5 Basic Rescue – “Basic Rescue” shall mean the easiest rescue/transport and generally handled with a minimum of equipment.

1.6 County – The term “County” shall mean the County of Watauga Board of Commissioners and its designated representative(s).

1.7 Telecommunicator – The term “telecommunicator” shall mean a person who is available at all times to receive requests for emergency services, to dispatch emergency services, and to advise the appropriate resources and personnel of any existing or threatened emergencies. The telecommunicator shall constitute the Communication Center designated by the Board of Commissioners by resolution.

1.8 Emergency – The term emergency includes the operation of an ambulance in order to provide medical care and transportation of a patient who needs immediate medical treatment in order to prevent loss of life or further aggravation of physiological or psychological illness or injury.

1.9 Emergency Medical Facility – The term "emergency medical facility" shall mean a designated area within a hospital where there is available on a twenty-four (24) hour basis, staffing by qualified medical and hospital support personnel, all types of specialists, blood banks, general and special purpose operating rooms, diagnostic facilities, and equipment capable of rendering complex and comprehensive emergency care.

1.10 Emergency Medical Responder – The term "emergency medical responder" involves the individual who is responsible for the operation of an ambulance and rendering assistance to the Emergency Medical Technician during the transportation of a patient. The emergency medical responder shall at least be certified as an "emergency medical responder" by the State of North Carolina.

1.11 Emergency Medical Technician (EMT) – The term "emergency medical technician" shall mean an individual who has completed the minimum program for emergency medical technician certification, and is so certified by the State of North Carolina. The individual is responsible for medical care during the transportation of patients prior to arrival at a hospital, assuming no other person of higher medical certification or license is available. This term is inclusive of all credentials issued by NCOEMS at or above the EMT-Basic level.

1.12 First Responder – The term "first responder" shall mean the first dispatched medical or rescue aid to arrive at the scene and provide emergency medical assistance to stabilize the patient while waiting for further medical aid and/or transport.

1.13 Franchise – The term "franchise" shall mean a permit issued by the County to a person for the operation of an ambulance service.

1.14 Franchisee – The term "franchisee" shall mean any person having been issued a franchise by the County for the operation of an ambulance service.

1.15 Highway or Street – The term "highway or street" shall mean the entire width between property or right-of-way lines of every way or place or whatever nature, when any part thereof is open to the use of the public or as a matter of right for the purpose of vehicular traffic. The terms "highway" or "street" or a combination of the two terms shall be used synonymously.

1.16 License – The term "license" shall mean any driver's license or permit to operate a motor vehicle issued under or granted by the laws of the State of North Carolina.

1.17 Motor Vehicle – A "motor vehicle" is any device in, upon, or by which any person or property is or may be transported upon a highway, excepting devices moved by human power or used exclusively upon fixed rails or tracks.

1.18 Non-Emergency Transportation Services – "Non-emergency transportation service" includes the operation of an ambulance for any purpose other than an emergency.

1.19 Operator – The term "operator" shall mean a person in actual physical control of an ambulance which is in motion or which has the engine running.

1.20 Owner – The term "owner" shall mean any person or entity who owns and operates an ambulance service.

1.21 Patient – The term "patient" shall mean an individual who is sick, injured, wounded, or otherwise incapacitated or in need of care.

1.22 Person – The term "person" shall mean any individual, firm, partnership, association, corporation, company, group of individuals acting together for a common purpose, or organization of any kind, including any governmental agency.

1.23 Rescue – The term "rescue" shall mean situations where the victim cannot escape an area through the normal exit or under his own power.

Section II. Franchise Required

2.1 No person either as owner, agent or otherwise, shall furnish, operate, conduct, maintain, advertise or otherwise be engaged in or profess to be engaged in the business or service of emergency and/or non-emergency transportation of patients within the County of Watauga unless the person holds a valid permit for each ambulance used in such business or service issued by the Office of Emergency Medical Services of the North Carolina Department of Health and Human Services and has a franchise for the operation of such business or service by the County pursuant to this Ordinance.

2.2 No individual shall drive, attend, or permit a vehicle to be operated for ambulance purposes within the County of Watauga unless this individual holds a currently valid certification as a medical responder or emergency medical technician issued by the State of North Carolina. An exception to this section shall apply only when the State of North Carolina issues such exemption through the North Carolina Office of EMS.

2.3 No franchise shall be required for:

- (A) Any entity rendering assistance as requested in the case of a major catastrophe or emergency where the services of the County of Watauga are insufficient or unable to cope; or,

(B) Any entity operated from a location or headquarters outside of the County of Watauga in order to transport patients who are picked up beyond the limits of the County of Watauga or to transport patients from within the County of Watauga to other areas, but no such entity shall be used to pick up patients within the County of Watauga for transporting to locations within the County of Watauga unless it is rendering assistance as referred to in 2.3 (A) above; or,

(C) Law enforcement personnel; or,

(D) Volunteer rescue squads; or,

(E) Ambulance owned or operated by an Agency of the United States Government; or,

(F) The County of Watauga.

Section III. Application for Ambulance Franchise

3.1 Application for a franchise to operate ambulances in the County of Watauga hereunder shall be made upon such forms as may be prepared or prescribed by the County and shall contain:

(A) The name and address of the applicant and of the owner(s) of the business, ambulances, facilities and equipment.

(B) All trade, DBA, or other names, if any, under which the applicant does business, along with a certified copy of each assumed name certificate stating such name or articles of incorporation stating such name.

(C) A resume of the training and experience of the applicant in the transportation and care of patients.

(D) A description and copy of State certification for each ambulance owned, operated or proposed to be owned or operated by the applicant.

(E) Audited financial statement of the applicant as the same pertains to its ability to provide ambulance service in the County of Watauga and comply with this ordinance. The financial statement to be prepared in accordance with generally accepted accounting procedures by a certified public accountant and in such forms and such detail as the County may require.

(F) A description of the need the franchise applicant is intending to address and how the applicant will address it.

(G) The location, description and legal arrangements for occupancy of the place or places from which the applicant intends to operate.

(H) Specify the hospital that will serve as sponsoring hospital for the service; it must be a facility located in Watauga County.

(I) Proof of insurance requirements in accordance with Section X.

Section IV. Granting of Franchise

4.1 A non-exclusive franchise may be granted for operating ambulance services within the boundaries of Watauga County, which shall constitute the service district. The Board of County Commissioners shall have the authority to redistrict the County at any time at its discretion with the consent and agreement of any then franchisee.

4.2 Any franchise granted hereunder shall be for the operation of emergency and/or non-emergency transportation services.

4.3 Upon receipt of an application for a franchise, the County shall schedule a time and place for hearing the applicant. Within thirty (30) days after hearing, the County shall cause such investigation as it may deem necessary to be made of the applicant and his proposed operations.

4.4 A franchise may be granted if the County finds that:

(A) The public convenience and necessity require the proposed ambulance service and it represents a reasonable and cost-effective manner of meeting the need;

(B) Each such ambulance of the applicant, his required equipment and the premises designated in the application, has been certified by the County and State of North Carolina;

(C) Only duly licensed staff are employed in such capacities; and

(D) The applicant can meet state standards and provisions outlined in this ordinance by the commencement date for the service.

(E) The granting of the franchise does not negatively impact the operations or efficiency of the Watauga County EMS System as determined in the sole discretion of the County.

Section V. Term of Franchise

5.1 The County may issue a franchise hereunder to the owner of an ambulance service, to be valid for a term set by the County, provided that either party, at its option, may terminate with or without cause the franchise upon one hundred eighty (180) calendar days, or less with the concurrence of both parties, upon prior written notice to the other party. After a

notice of service termination is given, the ambulance service shall re-apply for a franchise if continued service is desired.

5.2 If any franchisee shall fail to comply with or violate any provision of this Ordinance, or a franchise issued hereunder, the County shall cite franchisee for said violation or failure to comply. The County, after a hearing before the Board or Commissioners pursuant to the citation, may impose a civil penalty or \$100.00 for each separate breach as provided in Section 13.1 hereinafter, and may suspend or revoke the franchise. If the County shall thereafter find that the franchisee has corrected any deficiencies and has brought its operation into compliance with the provisions of this Ordinance, the franchise revocation or suspension may be rescinded by the County but a civil penalty as provided in 13.1 hereinafter may be imposed.

5.3 Upon the effective date of any suspension, revocation, or termination of a franchise granted hereunder, such franchised ambulance service immediately shall cease operations.

5.4 Upon suspension, revocation, or termination of a driver's license or medical certificate, such person shall cease to drive an ambulance or provide medical care in conjunction with an ambulance service, or attend an ambulance and no person shall employ or permit such individual to drive an ambulance or provide medical care in conjunction with an ambulance service.

Section VI. Standards for Ambulance Franchise

6.1 Each franchised ambulance service shall at all times comply with the requirements of this Ordinance, the franchise granted hereunder, and all applicable State and local laws relating to health, sanitation, safety, equipment, and ambulance design and all other laws and ordinances.

6.2 Any change of ownership or shareholders, or percentage thereof, or a franchised ambulance service without the approval of the County shall at the County's option terminate the franchise immediately and shall require a new application and a new franchise and conformance with all the requirements of this Ordinance as upon original franchising.

6.3 No franchise or any interest therein may be sold, assigned, mortgaged or otherwise transferred without the approval of the County and a finding of conformance with all requirements of this Ordinance as upon original franchising. Each franchised ambulance service, its equipment and the premises designated in the application and all records relating to its maintenance and operation as such, shall be open to inspection by the State, the County, or their designated representatives.

Section VII. Standards for Drivers and Attendants

7.1 The franchisee shall comply with all standards for drivers, medical responders and emergency medical technicians as developed by the North Carolina Medical Care Commission as required for certification of ambulance attendants and Emergency Medical

Technicians pursuant to Article 7 Chapter 131E-158 and Article 56 Chapter 143 of the General Statutes of North Carolina, and as the same may hereafter be amended, and the same are incorporated hereby in reference.

Section VIII. Standards for Vehicles and Equipment

8.1 The franchisee shall comply with Vehicle and Equipment standards as developed by the North Carolina Medical Care Commission pursuant to Article 7, Chapter 131E-157 and Article 56, Chapter 143, of the General Statutes of North Carolina, and as the same may hereafter be amended, and the same are incorporated herein by reference.

Section IX. Standards for Communications

9.1 Each ambulance must be equipped with a two-way radio licensed by the Federal Communications Commission and it must be in operative condition at all times. The radio must have a multi-channel capability. The utilized frequencies or talkgroups shall be designated by the County.

9.2 The base of operation must have at least one open telephone line. Telephone numbers must be registered with the Communications Center(s) designated by the Board of Commissioners by resolution in the County of Watauga.

Section X. Insurance and Other Security

10.1 No ambulance franchise shall be issued under this Ordinance, nor shall such franchise be valid after issuance, nor shall any ambulance be operated in the County of Watauga unless there is at all times in force and effect insurance coverage, issued by an insurance company licensed to do business in the State of North Carolina, or other security as provided for under Part (D) of this Section, for each and every ambulance owned and/or operated by or for the payment of damages which names Watauga County as an additional named insured:

(A) In the sum \$1,000,000 combined single limit coverage for injury or death of individuals in accidents resulting from any cause for which the owner of said vehicle would be liable on account of liability imposed on him by law, regardless of whether the ambulance was being driven by the owner or his agent, and, for the loss of or damage to the property of another, including personal property, under like circumstances, in sums as may be required by the State or as approved by the County of Watauga; and,

(B) Malpractice: \$1,000,000 per claim, \$1,000,000 aggregate, per employee.

Section XI. Records

11.1 Each franchisee shall maintain the following records:

(A) Patient Care Report – A Patient Care Report (PCR) that is National EMS Information System (NEMSIS) compliant along with loaded transport mileage. Deviation from this section shall be coordinated with the EMS System.

(B) Complaint Report – Shall detail all complaints received by the Franchisee and all action taken to address same.

(C) Data Sheet - To be submitted quarterly to County (by the 15th of the month following each quarter) stating the following:

- a) Number of total calls
- b) Number of emergency calls
- c) Average response time of total emergency calls
- d) Number of transporting non-emergency
- e) List of vehicles, equipment inventory and operating condition of each vehicle
- f) Copies of State inspection reports
- g) Breakdown of number of calls by time of day
- h) Number of emergency transports out-of-county
- i) Number of non-emergency transports out-of-county

(D) By the 15th of the month following the last quarter, the Franchisee shall provide an annual report summarizing and compiling the data provided in 11.1, to include copies of all complaint reports maintained pursuant to 11.1(B), above.

(E) By May 15 of each year, if County funds are provided, the Franchisee shall submit to the County Manager a budget of how they intend to spend County funds for the upcoming fiscal year.

(F) Within ninety (90) days of the end of the Franchisee's fiscal year, the County shall require the Franchisee to provide to the County a full and complete copy, including financial statements, of a certified audit conducted by a CPA in accordance with generally accepted auditing standards.

Section XII. Rates and Charges

12.1 Each Franchisee shall submit a schedule of rates to the County for approval at the time of franchise award. A Franchisee shall not charge more than the approved rates without express formal approval by the Board of Commissioners. A Franchisee may request rate and billing adjustments during the contract term.

12.2 No ambulance service shall attempt to collect rates on emergency calls until the patient has reached the point of destination, has received medical attention and is in a condition deemed by the physician fit to consult with the ambulance service, but such service may attempt to collect rates with family or guardian of the patient once the patient is in the process of receiving medical attention.

12.3 For calls where a person requires transportation to a non-emergency facility such as an interfacility transport, doctor's appointment, or facility discharge to home or facility, attempts to collect payment can be made before the ambulance begins its trip.

12.4 Franchisee must accept Medicare/Medicaid assignment from patients.

Section XIII. Violations

13.1 Violation of this Ordinance, or the terms of any franchise granted hereunder, shall be a misdemeanor as provided by N.C. General Statutes 14-4. Each such violation also shall subject the offender or Franchisee to a civil penalty in the amount of \$100.00 for each separate breach of the franchise or violation of this Ordinance. This civil penalty must be paid within ten (10) days after the hearing on said citation has been held as provided in Section 5.2 above. If not so paid, the County as provided by N.C. General Statutes 153A-123(c) may recover such penalty. If the civil penalty is not paid within the ten (10) days as provided for above, the County may suspend or revoke the franchise.

Section XIV. EMS Advisory Committee

14.1 The Watauga County Board of Commissioners hereby creates the Watauga County EMS Advisory Committee. This committee shall advise the County on matters related to enforcement of this Ordinance and shall develop and recommend to the County such standards of care, policies, procedures and actions which will maintain and improve the quality of EMS service for the residents of Watauga County.

Membership on the Committee will consist of the following:

- (A) Representative of Appalachian Regional Healthcare System
- (B) Representative of each municipality (4)
- (C) Representative of Appalachian State University
- (D) Representative of Watauga Rescue Squad
- (E) Representative of any Franchisees
- (F) Medical Director(s)
- (G) County Manager
- (H) County Commissioner, appointed annually in December
- (I) Fire Chief's Council Chairman or Designee
- (J) Representative(s) of Emergency Services
- (K) Representative of the First Responder Program appointed by the County Commissioners for a 2-year term in December

Section XV. Enforcement

15.1 The Watauga County Manager's Office shall be the enforcing agency for this Ordinance and any Franchise granted hereunder. Such office will:

- (A) Receive all Franchise proposals from potential providers.
- (B) Study each proposal for conformance to this Ordinance.
- (C) Recommend to the Board of Commissioners the award of the Franchise(s) to the applicant(s) submitting the most appropriate proposal(s).
- (D) Periodically inspect the premises, vehicles, equipment, rates, procedures and personnel of Franchisees to ensure compliance to this Ordinance. Prepare a compliance report once a year in conjunction with the Franchisee's annual report for presentation to the County. Arrange any other inspections that may be required.
- (E) Recommend the temporary or permanent suspension of a Franchise in the event of non-compliance with the Franchise terms or this Ordinance. Recommend the imposition of misdemeanor or civil penalties as provided.
- (F) Receive quarterly reports from Franchisee and determine their completeness for review by the County.
- (G) Receive complaints from the public, other enforcing agencies, and ambulance services regarding Franchise operations. Review the complaint with the County. Obtain corrective action with the approval of the County.
- (H) Recommend improvements to the County which will ensure better medical transportation.
- (I) Maintain all records received or generated pursuant to this Ordinance and other applicable County regulations.
- (J) Perform such of the above functions as may be requested by any municipality within the County of Watauga.

Section XVI. Miscellaneous

16.1 The County may inspect a franchisee's records, premises and equipment at any time in order to ensure compliance with this Ordinance and any franchise granted hereunder. To the extent possible, the County should conduct such inspections by appointment with the Franchisee and in the presence of their representative.

16.2 No provision within this ordinance should be construed to reduce the County's authority under 10A NCAC 13P, NCGS 153A-250, NCGS 131E Article 7, or other applicable State or Federal law or regulation.

Section XVII. Addendums to Ordinance

17.1 The Board of Commissioners of the County of Watauga may through appropriate actions amend or expand this Ordinance to include other emergency departments or agencies as deemed necessary.

Section XVIII. Effective Date

This Ordinance shall take effect on the _____ day of _____, _____.

Braxton Eggers
Chairman

ATTEST:

Madison Mathis
Clerk to the Board

A G E N D A I T E M 7 :**PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON PROPOSED AMENDMENTS TO CHAPTER 11 OF THE WATAUGA COUNTY CODE OF ORDINANCES****Manager's Comments:**

A public hearing has been scheduled to allow citizen comment on proposed amendments to Chapter 11 of the Watauga County Code of Ordinances regarding the installation and maintenance of electronic access gates for gated communities. The proposed amendments address emergency access provisions, including radio transceiver gate activation for public safety agencies, fail-open and manual override requirements, dual key lock boxes, gate identification placards, and maintenance and inspection standards. The proposed amendments were reviewed by the Watauga County Planning Board and are recommended for consideration by the Board of Commissioners.

Following the public hearing, the Board may consider adoption of the proposed amendments.

PUBLIC HEARING NOTICE
PROPOSED AMENDMENTS TO CHAPTER 11 OF THE WATAUGA COUNTY CODE
OF ORDINANCES

The Watauga County Board of Commissioners will hold a public hearing on Tuesday, September 15, 2026, at 5:30 P.M. in the Commissioners' Board Room, Watauga County Administration Building, 814 W. King Street, Boone, North Carolina, to receive public comment on proposed amendments to Chapter 11 of the Watauga County Code of Ordinances regarding the installation and maintenance of electronic access gates for gated communities.

The proposed amendments address emergency access provisions, radio transceiver gate activation, fail-open and manual override requirements, dual key lock boxes, gate identification placards, and gate maintenance and inspection standards.

All interested persons are invited to attend and be heard. Information regarding this matter may be obtained from the Office of the County Manager during normal business hours by calling (828) 265-8000.

MEMORANDUM

TO: Watauga County Board of Commissioners
FROM: Jason Walker, Director, Planning and Inspections Department
DATE: July 21, 2026
RE: Proposed Amendments to Chapter 11, Installation and Maintenance of Electronic Access Gates for Gated Communities

The Watauga County Planning Board has reviewed proposed amendments to Chapter 11 of the Watauga County Code of Ordinances, Installation and Maintenance of Electronic Access Gates for Gated Communities, and voted to recommend the amendments to the Board of Commissioners for adoption. The amendments were developed in coordination with the Fire Marshal's Office and update the chapter's emergency access provisions, including radio transceiver gate activation for public safety agencies, fail open and manual override requirements, dual key lock boxes, gate identification placards, and maintenance and inspection standards. A copy of the chapter showing all additions and deletions is attached for your review.

Staff respectfully requests that the Board review the proposed amendments and schedule a public hearing for their consideration and adoption. I am happy to answer any questions.

CHAPTER 11 INSTALLATION AND MAINTENANCE OF ELECTRONIC ACCESS GATES FOR GATED COMMUNITIES

Article I Authority and Purpose

These regulations are enacted pursuant to the general police powers granted to Watauga County by North Carolina Gen. Stat. §153A-121, N.C. Gen. Stat. §160D-1104, and Section 503 of the 2009 North Carolina State Fire Prevention Code, as amended periodically. The purpose of these regulations is to establish rules and standards for the installation of electronic access gates for gated communities in order to provide for the safe and efficient ingress and egress for fire, law enforcement, and other emergency personnel.

Article II Requirements

New and existing, when applicable, gated communities **consisting of two (2) or more dwelling units shall** comply with the following requirements:

- (A) All streets in the gated community must be private streets.
- (B) The location of the gate(s) shall comply with [Article III](#) of this chapter and the North Carolina State Fire Prevention Code, as applicable.
- (C) The gates shall be maintained in working order and inspected as needed.
- (D) Gates pre-existing to the adoption of these regulations shall not be affected by this chapter provided they are maintained and in working order. If such gates are replaced or modified, they shall conform to the requirements of [Article III, parts C through K](#), of this chapter and the North Carolina State Fire Prevention Code as applicable.
- (E) Applicants shall adhere to [Article IV](#) regarding the process for obtaining approval for gates.

Article III Gate Development Specifics

- (A) Entrance gates shall be located a minimum of 40' from the adjacent public road right-of-way to allow for emergency vehicle clearance at entry.
- (B) Combined entry and exit ways shall provide a minimum unobstructed width of twenty (20) feet. Entry and exit ways separated by landscape medians, guard houses, or other obstructions shall provide a minimum unobstructed width of twelve (12) feet. Entry and exit ways shall have a minimum unobstructed vertical clearance of not less than thirteen feet six inches (13'6").
- (C) ~~It shall be determined if the gates are to be manual or electrical in~~

- ~~operation.~~ All electrical vehicular gates shall be provided with access control using a Radio Transceiver **pass code** for public safety and authorized users. ~~This transceiver will allow emergency vehicles to open the gate from a mobile or portable radio, and must be pre-approved by Watauga County.~~
- (D)** Gates shall be of the horizontal swing, horizontal slide, vertical lift or vertical pivot swinging or sliding type.
 - (E)** Electric gate operators shall be listed in accordance with UL 325.
 - (F)** Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.
 - (G)** All electrical vehicular gates shall be provided with a fail-open device in the event of power failures unless secondary power is provided by battery back-up or generator. During a power failure, the gates will open and remain open. These devices should restore the gate(s) to the closed position after the power is restored. ~~Any residential-gated communities consisting of three (3) or less dwelling units are not subject to this requirement.~~
 - (H)** Gates need to be opened for appropriate personnel to enter the community during an emergency. ~~A fire service recognized/approved dual key activating switch or padlock~~ **A secondary means to hold open the gate shall be required by the Fire Marshal's office in conjunction with the respective Fire Chief and** shall be installed to allow emergency personnel access through vehicular gates.
 - (I)** ~~An approved dual key lock box containing cards, keys, pass codes and operating instructions shall be provided at each entrance gate.~~
 - (J)** Gates shall be designed so that when fully opened do not obstruct the path of travel for vehicles or pedestrians, whether emergency and non-emergency. Gates shall remain fully open during an emergency event, when activated by responding agency, until reset. A 'Hold Open' code must be included in design and functioning of the gate.
 - (K)** If there are two or more gates in any single development, all gates shall be operated in the same fashion.
 - (L)** Gate activation shall not be altered or placed out of service without prior notification to the Watauga County Fire Marshal's Office, Watauga County Planning and Inspections Department and the Local Fire Department.
 - (M)** Each entrance gate shall be provided with an "override" feature to allow the gate(s) to remain open so that multiple fire apparatus can enter without having to wait for intermittent opening of the gate(s).
 - (N)** Each entrance gate shall be equipped with a manual override feature **operable by one person** so as to permit opening during power failures or other emergency.
 - (O)** Each gate shall have a weatherproof placard, not less than three (3) inches by three (3) inches, securely affixed in a visible location. The

placard shall identify the person or entity responsible for the gate and provide current contact information available for emergency and operational purposes.

Article IV Application and Approval Process

- (A) The applicant shall submit a detailed plan, including but not limited to, scaled drawings showing the location of the gates, turn radius, dimensions of the gates, pavement, sidewalks, curbs, etc. Information such as topography lines, vegetation, site triangles, etc. shall also be included with the submittal.
- (B) The applicant shall submit these plans for review by the Planning & Inspections Department, who shall forward the plans to the ~~Sheriff's Department, Fire Marshal's Office~~ and respective Fire Chief, EMS, and Local Fire Department for approval.
- (C) ~~The Department of Planning & Inspections shall verify approval by the agencies listed in~~ [Section B.](#) ~~of the gate plan prior to issuance of a permit.~~
- (D) All property owners shall notify the Watauga County Emergency Services Department of any gate access code changes prior to such changes taking effect.
- (E) All gated communities applying for a permit to install a gate shall acknowledge that if the affected properties gate fails to operate in its intended operational capacity, and such failure results in damage to the gate or constitutes the responding emergency agency to alter normal entrance procedures, the responding agency, mutual aid departments and Watauga County shall not be held liable for damages incurred.

Article V Maintenance

Gates subject to this chapter shall be kept in their original working order and shall be repaired and/or replaced in the event they are disabled and/or damaged. It shall not be the responsibility of the County to maintain these gates. Gates subject to this chapter shall be monitored annually by the Local Fire Department and verified by the Watauga County Fire Marshal's Office every three (3) years of their operation or as deemed appropriate by the Watauga County Fire Marshal's Office.

Article VI Modifications

Any gate (new or existing) altered outside the scope of their original installation and/or permitting, will be considered a modification. Notification and plans for

modification shall be submitted to the Watauga County Office of Planning and Inspections for review and decision upon compliance with this chapter.

A G E N D A I T E M 8 :**BOONE GORGE PARK ON THE MIDDLE FORK GREENWAY CHANGE ORDER #1 REQUEST****Manager's Comments:**

Ms. Wendy Patoprsty, Middle Fork Greenway Director, will present Change Order #1 for the Boone Gorge Park project on the Middle Fork Greenway. The project is approximately 80% complete, with construction expected to be completed by the end of October, weather permitting. The contract with MBI to construct Boone Gorge Park is \$3,823,590.24. Change Order #1 includes items totaling \$243,636.45. The Middle Fork Greenway has sufficient funds available to cover the full cost of the change order. Approval of the change order will allow the additional work to be completed as part of the Boone Gorge Park construction project.

Board action is requested to approve Change Order #1 with MBI in the amount of \$243,636.45.



September 1, 2026

To: Watauga County Commissioners

From: Wendy Patoprsty, Middle Fork Greenway Director

Memo: Boone Gorge Park on the Middle Fork Greenway Change Order # 1 approval

Boone Gorge Park on the Middle Fork Greenway is approximately 80% complete with an expected completion date by the end of October depending on weather. The contract with MBI to construct Boone Gorge Park is \$3,823,590.24. The change order items listed total \$243,636.45.

The Middle Fork Greenway has these funds available and will cover the entire change order request.

We are requesting the Watauga County Commissioners to approve this change order to complete construction at Boone Gorge Park.

MFG BG Change Order Log 8-20-2026

Change Order #1	\$ 12,623.79
Change Order #2	\$ 11,673.77
10' Of additional Boardwalk	\$ 9,073.90
Well: New Pump 10gal/min, 119gallon pressure pump	\$ 7,658.83
Mass Rock Removal	\$ 91,600.00
Dig and Backfill Electrical Line	\$ 2,500.00
Under Cut Dirt with Clean Stone Section 1	\$ 24,086.72
Pavilion Slab and Structure	\$ 114,637.53
Trench Rock Sewer Line 12CY	\$ 4,800.00
Fabric under Trail Undercut 4rolls @ 1,100 Through 8-20	\$ 4,400.00
Trail Under Cut Section 3 234CY @30 Through 8-20	\$ 7,020.00
Trail ABC Import Section 3 394.59 TN @52 Through 8-20	\$ 20,518.68
Trail ABC Section 3 Hauling, Place, Stone Donated 16.63 @25 Through 8-20	\$ 415.75
Estimated Fabric for trail Undercut 4rolls @ 1,000	\$ 4,400.00
Estimated Remaining Undercut Section 3 284CY @30	\$ 254.00
Estimated Remaining ABC Import Section 3 Donated 133.37@25	\$ 3,334.25
Estimated ABC Import Section 3 (NOT Donated) 356.63 @52	\$ 18,544.76
Boulder Wall Savings	\$ (43,779.22)
Retaining Wall Savings 3474SF Installed	\$ (49,545.60)
Total	\$ 244,217.16

CHANGE ORDER NO.: 1

Owner:	Watauga County	Owner's Project No.:	
Engineer:	Patrick Warren	Engineer's Project No.:	
Contractor:	MBI Builders, PLLC	Contractor's Project No.:	915
Project:	Middle Fork Greenway Section 5 Boone Gorge Park		
Contract Name:	Middle Fork Greenway Section 5 Boone Gorge Park		
Date Issued:	08.31.2026	Effective Date of Change Order:	

The Contract is modified as follows upon execution of this Change Order: Change order #1, Various Project Amendments

Description: This change order includes various design changes resulting in additions and deductions for design changes due to encountered field conditions. This also includes additions requested by the Client for inclusion of previously excluded utility and infrastructure aspects.

Attachments: The change order log provided by MBI and agreed upon on August 31st, 2026 is included to this document as an attachment.

Change in Contract Times**Change in Contract Price**

Original Contract Price:	Original Contract Times:
\$ 3,823,590.24	Substantial Completion: _____
	Ready for final payment: _____
Increase from previously approved Change Orders No. 1 to No.	[Increase] [Decrease] from previously approved Change Orders No.1 to No.
\$ _____	Substantial Completion: _____
	Ready for final payment: _____
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 3,823,590.24	Substantial Completion: _____
	Ready for final payment: _____
[Increase] [Decrease] this Change Order:	[Increase] [Decrease] this Change Order:
\$ 243,636.45	Substantial Completion: _____
	Ready for final payment: _____
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ 4,067,226.69	Substantial Completion: _____
	Ready for final payment: _____

Recommended by Engineer (if required)**Accepted by Contractor**

By: Patrick Warren	_____
Title: Engineer	_____
Date: 08.31.2026	_____
Authorized by Owner	Approved by Funding Agency (if applicable)
By: _____	Blue Ridge Conservancy
Title: _____	Ms. Wendy Patoprsty
Date: _____	08/31/2026



Change Order

8/31/2026
CO # 915-01
Middle Fork Greenway BGP

Engineer: Interface Environmental
Carrie Caviness
476 Hidden Pond Rd
Boone, NC 28607

Contractor: MBI Builders Inc.

311 10th Street
North Wilkesboro, NC 28659
336-973-3402 OFFICE

Change Order #1

		Qu
General Contractor	Labor	\$ -
	Concrete	\$ -
	Excavator	\$ -
	Total (L,M,E)	\$ -
Sales Tax	Material	\$ -
	Equipment	\$ -
	Total M&E	\$ -
	Sales Tax	0.00%
	GC Sales Tax	\$ -
Labor Burden	Labor	\$ -
	Labor Burden Percentage	0%
	GC Labor Burden	\$ -
Overhead & Profit GC	Total (L,M,E)	\$ -
	Sales Tax	\$ -
	Labor Burden	\$ -
	Subtotal	\$ -
	GC OH&P	0%
	OH&P GC Total	\$ -
Subcontractor	Subcontractors 1st Tier	\$ 243,636.45
	GC OH&P on Subcontractor Work	0%
	GC OH&P on Subcontractor Work	\$ 243,636.45
Subtotal	GC Total (L,M,E)	\$ -
	GC Sales Tax	\$ -
	GC Labor Burden	\$ -
	GC OH&P on Self Performed Work	\$ -
	Subcontractors Total	\$ -
	GC OH&P on Subcontractor Work	\$ 243,636.45
	Total Without Performance & Payment Bond	\$ 243,636.45
Performance & Payment	Total Without Performance & Payment Bond	\$ 243,636.45
	Performance & Payment Bond Percentage	0%
	Performance & Payment Bond	\$ -
Proposed Change Order Total	Total without Performance & Payment Bond	\$ 243,636.45
	Performance & Payment Bond	\$ -
	Proposed Change Order	\$ 243,636.45

Extended Contract Time Requested 0 Days

Architect

Authorized by

Date

Contractor

John Fesperman 8/31/26

Authorized by

Date



CHANGE ORDER

####

CO # 915-01

Middle Fork Greenway BGP

Architect: Interface Environmental
Carrie Caviness
476 Hidden Pond Rd
Boone, NC 28607

Contractor: MBI Builders
John Fesperman
529 Main Street
North Wilkesboro, NC 28659
336-973-3402 OFFICE

SUBCONTRACTOR BREAK DOWN PAGE

Change Order #1

Bridge #1 End Bent 2 Footing. (Shallow Bedrock Encountered)	1	\$ 12,623.79	\$ 12,623.79
Bridge #2 End Bent 2 Footing	1	\$ 11,673.77	\$ 11,673.77
10' Additional Boardwalk	1	\$ 9,073.90	\$ 9,073.90
Well: New Pump 10gal/min, 119gallon pressure pump	1	\$ 7,658.83	\$ 7,658.83
Mass Rock Removal	1	\$ 91,600.00	\$ 91,600.00
Dig and Backfill Electrical Line	1	\$ 2,500.00	\$ 2,500.00
Under Cut Unsuitable Soil with Clean Stone Section 1	1	\$ 24,086.72	\$ 24,086.72
Pavilion Slab and Structure	1	\$ 114,637.53	\$ 114,637.53
Trench Rock Sewer Line 12CY	1	\$ 4,800.00	\$ 4,800.00
Fabric under Trail Undercut 4rolls @ 1,100 Through 8-20	1	\$ 4,400.00	\$ 4,400.00
Trail Under Cut Section 3 234 CY @\$30.00 Through 8-20	1	\$ 7,020.00	\$ 7,020.00
Trail ABC Import Section 3 394.59 TN @ \$52.00 Through 8-20	1	\$ 20,518.68	\$ 20,518.68
Trail ABC Section 3 Hauling, Place, Stone Donated 16.63 TN @ \$25.00 Through 8-20	1	\$ 415.75	\$ 415.75
Estimated Fabric for trail Undercut 4 rolls @ \$1,000.00	1	\$ 4,400.00	\$ 4,400.00
Estimated Remaining Undercut Section 3 284 CY @\$30.00	1	\$ 254.00	\$ 254.00
Estimated Remaining ABC Import Section 3 Donated 133.37 TN @\$25.00	1	\$ 3,334.25	\$ 3,334.25
Estimated ABC Import Section 3 (NOT Donated) 356.63 TN @ \$52.00	1	\$ 18,544.76	\$ 18,544.76
Credit For Asphalt Trail Paving 10x8@ \$65.33 SY	1	\$ (580.71)	\$ (580.71)
Boulder Wall Savings	1	\$ (43,779.22)	\$ (43,779.22)
Retaining Wall Savings 3,474 SF Installed	1	\$ (49,545.60)	\$ (49,545.60)

Site Work Subtotal

\$ 243,636.45

Architect

Authorized by

Date

Contractor John Fesperman 8/31/26

A G E N D A I T E M 9 :**BID AWARD REQUEST FOR 2026 CUSTODIAL SERVICES****Manager's Comments:**

Mr. Robert Marsh, Maintenance Director, will request approval to award a contract for weekend custodial services at the Watauga County Recreation Center, County Parks, outdoor restrooms, and Emergency Services Facility. Following two rounds of bidding, ServiceMaster Clean submitted the only bid of \$100,620 for the Recreation Center, County Parks, and agreed to provide Emergency Services Facility cleaning for an additional \$49,440, for a total contract amount of \$150,060. The FY 2026-27 Maintenance budget requires an \$8,781 transfer which will come from the administrative contingency fund to cover the contract. A budget amendment will be forthcoming at a future meeting. Services would begin November 1, 2026.

Board action is requested to award the contract to ServiceMaster Clean for \$150,060 and approve the \$8,781 Administrative Budget Amendment.



WATAUGA COUNTY MAINTENANCE DEPARTMENT

274 Winklers Creek Road, Suite B, Boone, NC 28607 - Phone (828) 264-1430
Fax (828) 264-1473

TO: Deron Geouque, County Manager

FROM: Robert Marsh, Maintenance Director *RM*

DATE: September 9, 2026

RE: Bid Award Request for 2026 Custodial Services

BACKGROUND

The Recreation Center, parks and the outdoor restrooms are currently staffed by a combination of Watauga County staff and a contract service provider. Watauga staff has been servicing the Recreation Center on weekends with two part-time custodians and one full-time custodian. Weekend service at the parks and outdoor restrooms has been provided by a commercial cleaning contractor. The existing contract for weekend custodial services at the parks and outdoor restrooms will expire this year in November. Recently, a request for proposals was advertised to provide weekend service at the Recreation Center as well as the outdoor restrooms and parks.

BID SUMMERY

Only one bid was received during the first round of bidding. The bid was returned to the bidder unopened. The second round of bidding yielded only one bid. ServiceMaster Clean submitted a bid of \$100,620 for weekend custodial services at the Watauga County Recreation Center and County Parks. Post bid, ServiceMaster agreed to provide cleaning services at the Emergency Services Facility for a negotiated amount of \$49,440.

FISCAL IMPACT

The FY 26-27 Maintenance budget does not have sufficient funds to cover the cost of this contract. If approved, an Administrative Budget Amendment will need to be approved to move \$8,781 from the General Fund to the Maintenance budget.

FY 26-27 BUDGET IMPACT FOR PROPOSED CONTRACT AWARD		
<u>Action</u>	<u>Annual Cost</u>	<u>Cost to Finish FY 26-27</u>
Award Service Master Contract	\$150,060	\$103,268
Budgeted Amount for Weekend Custodial Service	\$ 58,700	<\$ 23,465 >
Cust II Budgeted for Emergency Services Facility	\$ 71,022	<\$ 71,022 >
Administrative Budget Amendment to move money from General Fund to Maintenance Budget		\$ 8,781

RECOMMENDATION

Staff recommends the contract be awarded to ServiceMaster Clean in the amount of \$150,060. ServiceMaster will begin contract services November 1, 2026.

BID FORM

COUNTY OF WATAUGA
2026 CUSTODIAL SERVICES

BID FORM

SECTION D

Commercial Janitorial Services, LLC

Name of Bidder

In compliance with your legal Request for Bids for the County of Watauga 2026 Custodial Services, the undersigned bidder, a corporation organized and existing under the laws of the State of NC, or a partnership of _____, or an individual doing business as Service Master Clean, of the City of, State of North Carolina, having examined the specifications and contract forms thereto attached, and being fully advised as to the extent and character of the work to be performed, and the equipment to be furnished, hereby proposes to furnish all labor, tools, material and equipment necessary for the project.

The undersigned further proposes to perform all work and furnish all equipment in accordance with the specifications and contract stipulations thereof, for the price stated below.

PROPERTY	FREQUENCY PER WEEK	COST PER SERVICE	COST PER WEEK	COST PER YEAR
Anne Marie Park	2X	\$45	\$90	\$2,340 May-Oct
Brookshire Park	2X	\$85	\$170	\$4,420 May-Oct
Complex Field	2X	\$45	\$90	\$2,340 May-Oct
Howards Knob (Morning Svc.)	2X	\$85	\$170	\$4,420 May-Oct
Howards Knob (Evening Svc.)	2X	\$85	\$170	\$4,420 May-Oct
Industrial Fields	2X	\$45	\$90	\$2,340 May-Oct
Recreation Ctr.	2X (*See note)	\$645	\$1,290	\$67,080
Rocky Knob Park	2X	\$85	\$170	\$4,420 May-Oct
Tot Lot	2X	\$45	\$90	\$2,340 May-Oct
Ted Mackorell Soccer Complex	2X	\$125	\$250	\$6,500 May-Oct

			GRAND TOTAL	\$100,620
--	--	--	------------------------	------------------

* Provide one custodian 10:00 a.m. – 6:00 p.m. and one custodian 6:00 p.m. – 2:00 a.m.

TOTAL BID PRICE FOR CUSTODIAL SERVICES FOR ONE YEAR:

One Hundred Thousand Six Hundred Twenty DOLLARS AND NO CENTS

Bidder understands that the County reserves the right to reject any or all bids and to waive any informality in bidding.

The bidder agrees that his bid shall be good and may not be withdrawn for a period of FIFTEEN (15) days after the scheduled closing time for receiving bids.

BID FORM

Upon receipt of written notice of acceptance of this bid, Bidder will execute the formal contract attached within TEN (10) days and deliver insurance coverage as required by the Instructions to Bidders.

BY: Commercial Janitorial Services LLC
Bidder's Name
DBA ServiceMaster Commercial Maintenance Systems
130 Poplar Grove Court Boone NC 28607
Lance Cronin [Signature]



Custom solutions. *Reliable Service.*

Safeguarding Your Staff, Inventory and Business
with Industry Health and Hygiene Standards

PREPARED FOR:

Watauga County Maintenance Department
Robert Marsh

274 Winklers Creek Road
Boone, North Carolina 28607



DEAR ROBERT,

Thank you for the opportunity to offer you a proposal to be your commercial cleaning partner. It is our desire to build a lasting relationship with Watauga County Maintenance Department to help safeguard your staff, inventory and business.

With over 70 years of experience, ServiceMaster Clean has been dedicated to excellence. What sets us apart is our commitment to providing custom cleaning solutions and reliable service to help maintain industry health and hygiene standards for your business.

As a proud franchise owner of the ServiceMaster network, we will work diligently to provide professional cleaning services that keep your needs in mind while our expertise is at work.

Information on your scope of work and pricing is included in this proposal. Please contact me directly if you need additional information at admin@servicemastercms.com.

Sincerely,

Lance Cummins
Owner
ServiceMaster Commercial Maintenance Systems

828-719-0816
lance@servicemastercms.com

ServiceMaster Commercial Maintenance Systems is an independently owned and operated franchise licensed to serve you by ServiceMaster Clean[®].

About Us

In 1929, Marion E. Wade founded ServiceMaster as a mothproofing company based in Chicago, IL. Just 23 years later, the business expanded to include franchised carpet cleaning services.

Now, more than 70 years later, ServiceMaster Clean continues to be dedicated to excellence. More than 400 of its franchise locations across the United States and Canada serve various industries, including healthcare, education, and industrial facilities.

Our franchise provides commercial cleaning services to Boone and the surrounding areas. Because we are locally owned, we are well positioned to fully staff your cleaning needs, which includes customer service representatives, building inspectors, day/night managers, project crews and housekeepers. We manage various site locations with single and multi-use facilities.

PEACE OF MIND

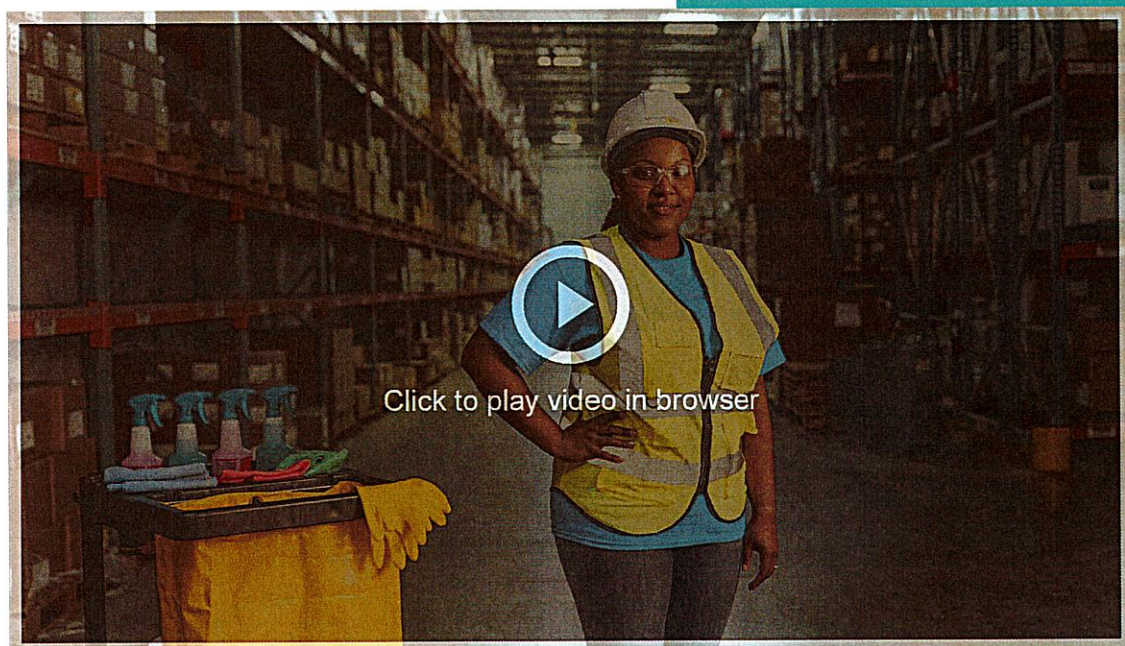
Our cleaning professionals provide consistent and reliable service to improve patient and employee satisfaction.

PROFESSIONALISM

Our cleaning procedures follow current industry standards to prevent the spread of infection in your facility.

PERSONALIZATION

We create a custom cleaning schedule based on your business hours and needs.



Our Services

CAPTURE AND REMOVAL SYSTEM

ServiceMaster's patented Capture and Removal Cleaning system combines powerful products and industrial cleaning technologies to create one of the most efficient and effective cleaning processes available today.

Our patented process reduces cleaning time by up to 25% and traps 55% more airborne particles than conventional cleaning. The results are better indoor air quality and efficient cleaning that increases productivity among your staff, keeps your facility running smoothly, and provides a healthier environment for your business.



SPECIALTY CLEANING PROGRAMS

ServiceMaster Clean offers a wide range of specialty cleaning services for every type of facility. Whether it's a one-time deep clean or recurring specialty service, we can customize our services to your needs.

- Carpet Cleaning and Maintenance
- Hard-Surface Floors Cleaning
- Tile and Grout Cleaning
- Pressure Washing
- High Dusting



Task Schedule

OFFICES & COMMON AREAS		DAILY
Empty and reline waste baskets		x
Sweep/Vacuum and mop floors		x
Clear building front entrance		x
RESTROOMS & BREAKROOMS		DAILY
Clean, disinfect and polish all fixtures, including toilet bowls, urinals and sinks		x
Disinfect all high-frequency touch points		x
Clean all glass mirrors		x
Empty all containers and disposables, insert liners as required		x
Disinfect doors, frames, light-switches, kick and push plates, handles and interior glass		x
Clean counters		x
Mop floors with disinfectant		x
QUALITY CONTROL SERVICES		DAILY
Notify building contact of any irregularity (i.e. defective plumbing, inventory spills, damaged equipment, pest infestations, unlocked doors, lights left on, inventory requirements, restroom supplies)		x
Turn off all lights except those to be left on, close windows and lock all doors, report evacuation of building to security organizations		x

Quote

Thank you for the opportunity to submit service quote for cleaning services at your facility. The total cost for janitorial cleaning and on-the-job supervision and management has been proposed as follows:

JANITORIAL SERVICE	Subtotal
☐ 5 Days Per Week Recurring janitorial services are customized to your facility(ies) and your needs. Based on your request for services and our audit of your spaces, this quote provides the ongoing, monthly service charge.	\$2,945/Month
☐ 7 Days Per Week Recurring janitorial services are customized to your facility(ies) and your needs. Based on your request for services and our audit of your spaces, this quote provides the ongoing, monthly service charge.	\$4,120/month
TOTAL PER MONTH	\$0

NOTES:

- Billing based upon days per week service.
- This proposal expires on .
- All cleaning equipment and chemicals will be provided by ServiceMaster Clean.
- This price is based on your Task Schedule. Services and/or frequencies can be changed to suit your budgetary considerations. This proposal is a starting point for customizing our service to meet your needs.

ServiceMaster CONTRACT CLEANING SERVICES AGREEMENT AND DECLARATION OF COVENANTS

THIS AGREEMENT made this Not yet accepted day by and between ServiceMaster Commercial Maintenance Systems ("ServiceMaster") and Watauga County Maintenance Department ("Client").

Whereas, ServiceMaster conducts a janitorial service rendered on an individual contract basis in commercial facilities, office buildings, schools, stores and other locations, as an independent business licensed by ServiceMaster Residential/Commercial Services L.P. ("Franchisor") and not as an agent or partner of its Franchisor.

Whereas, Client desires ServiceMaster to supply Contract Services to the property commonly known as Watauga County Maintenance Department located at 274 Winklers Creek Road (hereafter called the "area to be serviced").

NOW THEREFORE, the Parties agree as follows:

1. Scope of Work. Beginning on Not yet accepted ServiceMaster will provide contract cleaning services for the areas to be serviced described in the "Scope of Work and Pricing Analysis," a true and accurate copy of which is attached to this Agreement. ServiceMaster agrees that the janitorial services to be provided shall be conducted according to the guidelines agreed upon between the Client and ServiceMaster.
2. Personnel. All personnel furnished by ServiceMaster are employees of ServiceMaster, and ServiceMaster will pay all salaries and expenses of, and all applicable federal and state taxes relating to such personnel. For all purposes of this contract, ServiceMaster will be considered an independent contractor of the Client, and will not act as an agent, servant, or employee of the Client, or make any commitments or incur any obligations on behalf of the Client without its express written consent. Client may request the removal of any ServiceMaster employee whose conduct is unsatisfactory to Client.
3. Covenants. During the term of this Agreement and for one (1) year thereafter, Client shall not directly or indirectly hire or engage any ServiceMaster employee. If Client does so, Client agrees to pay ServiceMaster a fee equal to the employee's most recent hourly rate multiplied by the highest average weekly hours worked in the prior thirty (30) days, multiplied by twenty-four (24) weeks. The parties agree this amount is a reasonable estimate of damages and not a penalty, payable within thirty (30) days. Client shall not, at any time, disclose to a competitor any pricing or bid information designated as confidential by ServiceMaster.
4. Terms. The terms of the Task Schedule or of the price stated in paragraph 5, may be modified at any time by the mutual execution of written change orders by the parties. All executed change orders shall become part of this Agreement. ServiceMaster will give the Client thirty (30) days prior notice of any price change for services rendered pursuant to the Task Schedule. Client will notify ServiceMaster of any changes in service times, any alterations to the furnishings, floor, wall or ceiling surfaces at the Client's premises, or any other change which affects the Task Schedule and consequently the contract price. This Agreement shall continue in effect from the date services are to begin, for a period of one (1) year periods unless terminated. Both parties shall revisit the contract ninety (90) days prior to the expiration date, and determine the terms of the renewal if both parties agree to a renewal.

5. a. Payment. The Client shall make payment to ServiceMaster for services rendered at the rate described in the attached Pricing Analysis. The billing will be made on the first day of the week for services rendered during the previous week and shall be payable in fourteen (14) days. Subsequent billings and due dates will be weekly. Client's failure to pay the full amount due within thirty (30) days of any invoice shall, at the election of ServiceMaster, be deemed to be a default and termination without notice by Client.

MAIL TO:

ServiceMaster Commercial Maintenance Systems

130 Poplar Grove Connector

Boone, NC 28607

_____ A late charge calculated at 1 ½% per month will be charged to Client on any overdue unpaid balance. Client shall pay ServiceMaster its costs and expenses, including reasonable attorneys' fees paid or incurred in enforcing the terms of this Agreement.

5. b. Lien. In the event Client fails or refuses to make any payment to ServiceMaster when due, the amount of that balance, together with interest at the rate of 1 ½% per month and costs of collection including reasonable attorney's fees, shall constitute a continuing lien on the area to be serviced. ServiceMaster and Client agree that insofar as janitorial services are the subject of this Agreement and are not explicitly covered by the Illinois Mechanics Lien Act (the "Act"), it is nevertheless the intention of ServiceMaster and the Client that the Lien for Services described herein shall be deemed to be a common law lien administered by agreement according to the protections and procedures of the Act.
6. ServiceMaster will perform all services required under this Agreement, except when prevented by strike, lockout, act of God, accident or other circumstances beyond its control.
7. Insurance. ServiceMaster shall provide the insurance coverage set forth below and deliver to Client certificates of insurance upon request.
- a. Comprehensive Liability:
Bodily Injury Liability: \$1,000,000.00 per person and \$1,000,000.00 per occurrence.
Property Damage Liability: \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate.
- b. Worker's Compensation Coverage. \$500,000.00, or as required by law.
8. Termination.

Termination Without Cause. Client may terminate this Agreement without cause upon written notice to ServiceMaster, provided that if Client terminates this Agreement pursuant to this Section, Client agrees to pay a buyout fee equal to the average of the three (3) highest monthly invoice amounts over the past twelve (12) months, multiplied by the number of months remaining in the Term, as applicable ("Buyout Fee"). The Buyout Fee shall be due and payable within thirty (30) days of the written notice to ServiceMaster of termination pursuant to this Section.
9. The Client, for itself, its successors and assigns, agrees that the restrictions and covenants in this agreements shall be covenants running with the land, and that they, in any event, shall be binding to the fullest extent permitted by law and equity, for the mutual benefit of both parties, and enforceable by ServiceMaster, its successor and assigns against the Client, its successors and assigns to any part of the property or any interest therein and any party in possession or occupancy of any part of the property.
10. This Agreement contains all the covenants and agreements between the parties, and may not be modified except in writing, signed by both parties.



COMMJAN-01

KHARRISON

CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 8/17/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Highstreet Insurance & Financial Services 143 Jefferson Road Boone, NC 28607	CONTACT NAME: PHONE (A/C, No, Ext): (828) 264-8777 FAX (A/C, No): (828) 264-8333 E-MAIL: info@peakgroup.insure ADDRESS:																					
INSURED Commercial Janitorial Services, LLC 103 Tarleton Cir Boone, NC 28607-7065	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr> <tr> <td>INSURER A:</td><td>Nationwide Insurance Company of Florida</td><td>10948</td></tr> <tr> <td>INSURER B:</td><td>Wesco Insurance Company</td><td>25011</td></tr> <tr> <td>INSURER C:</td><td></td><td></td></tr> <tr> <td>INSURER D:</td><td></td><td></td></tr> <tr> <td>INSURER E:</td><td></td><td></td></tr> <tr> <td>INSURER F:</td><td></td><td></td></tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Nationwide Insurance Company of Florida	10948	INSURER B:	Wesco Insurance Company	25011	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ LOC ☐ LOC ☐ OTHER General Aggregate			ACPCG013069767694	5/15/2026	5/15/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			ACPCG013069767694	5/15/2026	5/15/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$			ACPCG013069767694	5/15/2026	5/15/2027	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/NUMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	WWC3854247	5/29/2026	5/29/2027	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Watauga County Maintenance Department 274 Winklers Creek Rd Boone, NC 28607	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Kelly Harrison</i>
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ACORD 25 (2016/03)

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The ACORD name and logo are registered marks of ACORD

Next Steps

1. Please review this proposal in detail prior to signing. We want to ensure you are 100% comfortable with everything presented.
2. This proposal expires on .
3. This proposal is a starting point for handling your cleaning needs. The frequency of service and or scope of services can be altered to better suit your facility.
4. If any questions at all, please contact me at 828-719-0816 or admin@servicemastercms.com for clarification or further discussion of the proposal.
5. Once you are ready to proceed, please sign below. Once signed, you will receive an email with the completed proposal for your records.
6. We will be in touch shortly with details in moving forward with this service.



SIGNATURE

Lance Cummins

ServiceMaster Commercial Maintenance Systems

Lance Cummins
Owner



SIGNATURE

Robert Marsh

Watauga County Maintenance Department

Robert Marsh
Maintenance Director



A G E N D A I T E M 1 0 :

EMERGENCY SERVICES MATTERS

A. Recorder Maintenance Contract Renewal

Manager's Comments:

Mr. Will Holt, Emergency Services Director, will request approval to renew the maintenance contract with Carolina Recording Systems for recorders at the primary and back-up PSAPs. The renewal is for \$30,530.50, and Emergency Telephone System Fund (ETSF) funds are available for this purpose.

Board action is requested to approve the renewal of the recorder maintenance contract with Carolina Recording Systems in the amount of \$30,530.50.



Watauga County Emergency Services

184 Hodges Gap Rd, Suite D
Boone, NC 28607
Phone 828-264-4235
Fax 828-265-7617



Fire Marshal ♦ Emergency Management ♦ EMS ♦ Communications ♦ County Safety

September 8th, 2026

To: Board of Commissioners

CC: Deron Geouque, County Manager
Madison Mathis, Clerk to the Board

Subject: Recorder Maintenance

Board of Commissioners,

Please consider my request for \$30,530.50 for the renewal of the maintenance contract with Carolina Recording Systems of recorders at the Primary and Back-up PSAPs. This is a renewal of the current contract and ETSF funds are available for this purpose.

Respectfully,

William Holt, MPA, NRP, CEM
Emergency Services Director

Carolina Recording Systems, LLC

091526 BCC Meeting

PO Box 11311
Charlotte, NC 28220
(704) 799-1070
accounting@crsnc.com
www.crsnc.com

INVOICE

BILL TO
Watauga County Communications
814 West King Street, Room 216
Boone, NC 28607

INVOICE 293267
DATE 09/04/2026
TERMS Net 30
DUE DATE 10/04/2026

MAINTENANCE CYCLE
OCT 1 2026 thru SEP 30 2027

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
	Annual Maintenance			
Maintenance	NexLog 740 DX Recording System (S/N: 745102195)	1	20,190.00	20,190.00T
	Network Attached Storage Server			
	AIS			
Maintenance	NexLog 740 DX Recording System (S/N: 745100446)	1	8,410.00	8,410.00T

Ways to pay



View and pay

SUBTOTAL	28,600.00
TAX	1,930.50
TOTAL	30,530.50
BALANCE DUE	\$30,530.50

A G E N D A I T E M 1 0 :

EMERGENCY SERVICES MATTERS

B. LEPC Bylaws Update

Manager's Comments:

Mr. Will Holt, Emergency Services Director, will request approval of the 2026 update to the Local Emergency Planning Committee (LEPC) bylaws. The updates were requested by North Carolina Emergency Management to better align the bylaws with federal requirements and were approved by the LEPC at its April 14, 2026 meeting.

Board action is requested to approve the 2026 LEPC bylaws.



Watauga County Emergency Services

184 Hodges Gap Rd, Suite D
Boone, NC 28607
Phone 828-264-4235
Fax 828-265-7617



Fire Marshal ♦ Emergency Management ♦ EMS ♦ Communications ♦ County Safety

September 8th, 2026

To: Board of Commissioners

CC: Deron Geouque, County Manager
Madison Mathis, Clerk to the Board

Subject: LEPC Bylaw Update

Board of Commissioners,

Please consider my request to approve the 2026 update to the Local Emergency Planning Committee (LEPC) bylaws. These bylaws contain updates requested by North Carolina Emergency Management to better align with federal requirements. The bylaws were approved with these recommendations by the LEPC at their April 14th, 2026 meeting. Final approval by the Board of County Commissioners is requested.

Respectfully,

William Holt, MPA, NRP, CEM
Emergency Services Director

WATAUGA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE BYLAWS

ARTICLE I. NAME & PURPOSE

- Section 1. Name – The name of this organization shall be the Watauga County Local Emergency Planning Committee (LEPC).
- Section 2. Purpose – The purpose of the Hazardous Material and Emergency Planning Committee shall be to:
- 2.1 Serve as the designated local emergency planning committee for Watauga County as defined by Section 301 of the Emergency Planning and Community Right To Know Act of 1986 (EPCRA).
 - 2.2 Provide planning assistance and review of all emergency response and disaster plans.
 - 2.3 Serve as liaison with local hazardous materials response training programs.
 - 2.4 Provide a forum for education, understanding, planning, development and communication of emergency response and disaster plans.
 - 2.5 Serve as the basis for key emergency personnel as needed for manning the Watauga County Emergency Operations Center.
 - 2.6 Provide a forum where open communications can take place between the public, chemical industry and all the groups involved in various emergency services in Watauga County.
 - 2.7 Watauga County Emergency Services will provide a point of contact for receiving and processing requests for information in accordance with EPCRA Section 312 and Section 324 within 45 days of receipt of the written request.
 - 2.8 Provide information to the public on the LEPC's activities in accordance with ECPRA Section 301, North Carolina General Statute, and local Standard Operating Guidelines as applicable
 - 2.9 Function in accordance with the most recent version of the North Carolina Hazardous materials Local Emergency Planning Committee Authorization Guide.

ARTICLE II. MEMBERSHIP

Section 1. Membership shall consist of a representative(s) from each of the following categories:

1. State/Local Officials (2)
2. Law Enforcement (2)
3. Fire Service
4. Emergency Management (County, Municipal, Higher Ed) (3)
5. Public Health/Hospital (2)
6. Broadcast/Communications Media
7. Print Media
8. Emergency Medical Services
9. Transportation
10. Local Environmental Group
11. Agriculture
12. Local Community Group
13. EHS Facilities
14. Community (2)

Section 2. Vacancies or additions as required by the State Emergency Response Commission (SERC) shall be filled by a majority vote of the LEPC membership.

Section 3. A list of current membership shall be maintained by the Secretary and reviewed at each meeting as required. A designee may stand in for the primary member, however they may not vote.

ARTICLE III. OFFICERS

Section 1. The officers of the committee shall consist of a Chairperson and Secretary.

Section 2. The Chairperson shall be filled by the Fire Marshal/EM Coordinator position of the Emergency Services Department. The Secretary shall be the Administrative Assistant/EM Planner of the Emergency Services Department.

Section 3. The duties of the officers of the committee shall be as follows:

- 3.1 The Chairperson shall preside at all meetings of the committee and shall exercise all duties of the functions usually prescribed for the office.

3.2 The Secretary shall be responsible for recording the minutes of the committee meetings. The minutes shall be kept and reposted at the beginning of each committee meeting.

ARTICLE IV. MEETINGS

- Section 1. A regular annual meeting of the committee shall be held annually on the second (2nd) Tuesday of April.
- Section 2. Additional meetings may be called by the Chairperson. The business of the additional meetings shall be limited to the purpose for which it is called. A forty-eight (48) hour notice shall be given for all special called meetings.
- Section 3. A minimum of eleven (11) regular voting members shall be present to constitute a quorum for all LEPC meetings.
- Section 4. All action taken by the committee shall require a simple majority vote of the members present at a meeting where a quorum is present.
- Section 5. Any member absent from the regularly scheduled annual meeting unexcused will relinquish their seat on the committee.

ARTICLE V. COMMITTEES

- Section 1. Standing and special committees may be created and appointed by the chairperson as needed.

ARTICLE VI. AMENDMENTS TO THE BY-LAWS

- Section 1. The by-laws may be altered, amended or rescinded at any regular meeting of both the executive and general membership committee meeting.

ADOPTED by the Watauga County Board of Commissioners on this the

_____ day of _____, 20____.

ATTEST:

A G E N D A I T E M 1 1 :

TAX MATTERS

A. Monthly Collections Report

Manager's Comments:

Mr. Tyler Rash, Tax Administrator, will present the Monthly Collections Report for August 2026, and be available for questions and discussion.

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

Monthly Collections Report**Watauga County**

Bank deposits of the following amounts have been made and credited to the account of Watauga County. The reported totals do not include small shortages and overages reported to the Watauga County Finance Officer

Monthly Report August 2026

	<u>Current Month</u> <u>Collections</u>	<u>Current FY</u> <u>Collections</u>	<u>Current FY</u> <u>Percentage</u>	<u>Previous FY</u> <u>Percentage</u>
<u>General County</u>				
Taxes 2026	0.00	0.00		
Prior Year Taxes	26,143.65			
Solid Waste User Fees	3,951.28	0.00		
 Total County Funds	 \$30,094.93	 \$0.00		
<u>Fire Districts</u>				
Foscoe Fire	425.86	0.00		
Boone Fire	765.07	0.00		
Fall Creek Service Dist.	6.03	0.00		
Beaver Dam Fire	32.97	0.00		
Stewart Simmons Fire	65.80	0.00		
Zionville Fire	75.88	0.00		
Cove Creek Fire	144.85	0.00		
Shawneehaw Fire	39.71	0.00		
Meat Camp Fire	99.89	0.00		
Deep Gap Fire	760.78	0.00		
Todd Fire	0.00	0.00		
Blowing Rock Fire	364.16	0.00		
M.C. Creston Fire	0.00	0.00		
Foscoe Service District	27.10	0.00		
Beech Mtn. Service Dist.	0.00	0.00		
Cove Creek Service Dist.	0.00	0.00		
Shawneehaw Service Dist	0.00	0.00		
 Total Fire Districts	 2,808.10	 -		
<u>Towns</u>				
Boone	9,408.72	0.00		
Municipal Services	0.00	0.00		
 Total Town Taxes	 \$9,408.72	 \$0.00		
 Total Amount Collected	 \$42,311.75	 \$0.00		

Regina Houck Tax Collections Director

-Pylew Rash Tax Administrator

A G E N D A I T E M 1 1 :

TAX MATTERS

B. Refunds and Releases

Manager's Comments:

Mr. Tyler Rash, Tax Administrator, will present the Refunds and Releases for August 2026, and be available for questions and discussion.

Board action is requested to accept the August 2026 Refunds and Releases Report.

RELEASES - 08/01/2026 TO 08/31/2026

OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	VALUE	REF NO	CHARGE	AMOUNT
1761876 FREDRICKSON, THOMAS FREDRICKSON, ANNETTE 354 DARE LN DEEP GAP, NC 28618	RE 2022	1000083	08/04/2026		379,600		F10	189.80
	2950-36-7654-000			F10			G01	1,207.12
	TAX ADJUSTMENTS			12729				-----
	CORRECTION TO COMPLETION % OF HOME.							1,396.92
1761876 FREDRICKSON, THOMAS FREDRICKSON, ANNETTE 354 DARE LN DEEP GAP, NC 28618	RE 2022	1000083	08/04/2026		0		F10	87.60
	2950-36-7654-000			F10			G01	557.14
	TAX RELEASES			12730				-----
	BILLING ERROR. RELEASING AND REBILLING.							644.74
1761876 FREDRICKSON, THOMAS FREDRICKSON, ANNETTE 354 DARE LN DEEP GAP, NC 28618	RE 2023	1000372	08/04/2026		0		F10	292.00
	2950-36-7654-000			F10			G01	1,857.12
	TAX RELEASES			12731			SWF	102.87
	BILLING ERROR. RELEASING AND REBILLING.							-----
1761876 FREDRICKSON, THOMAS FREDRICKSON, ANNETTE 354 DARE LN DEEP GAP, NC 28618	RE 2024	1000126	08/04/2026		0		F10	292.00
	2950-36-7654-000			F10			G01	1,857.12
	TAX RELEASES			12732				-----
	BILLING ERROR. RELEASING AND REBILLING.							2,149.12
DETAIL SUMMARY		COUNT: 4		RELEASES - TOTAL	379,600			6,442.77

RELEASES - 08/01/2026 TO 08/31/2026

RELEASES - CHARGE SUMMARY FOR ALL CLERKS

YEAR	CAT	CHARGE	AMOUNT
2022	RE	F10 DEEP GAP FIRE RE	277.40
2022	RE	G01 WATAUGA COUNTY RE	1,764.26
2022 TOTAL			2,041.66
2023	RE	F10 DEEP GAP FIRE RE	292.00
2023	RE	G01 WATAUGA COUNTY RE	1,857.12
2023	RE	SWF SANITATION USER FEE	102.87
2023 TOTAL			2,251.99
2024	RE	F10 DEEP GAP FIRE RE	292.00
2024	RE	G01 WATAUGA COUNTY RE	1,857.12
2024 TOTAL			2,149.12
SUMMARY TOTAL			6,442.77

RELEASES - 08/01/2026 TO 08/31/2026

RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT
F10	2022	F10 DEEP GAP FIRE RE	277.40
F10	2022	G01 WATAUGA COUNTY RE	1,764.26
F10	2023	F10 DEEP GAP FIRE RE	292.00
F10	2023	G01 WATAUGA COUNTY RE	1,857.12
F10	2023	SWF SANITATION USER FEE	102.87
F10	2024	F10 DEEP GAP FIRE RE	292.00
F10	2024	G01 WATAUGA COUNTY RE	1,857.12
F10 TOTAL			6,442.77
SUMMARY TOTAL			6,442.77

A G E N D A I T E M 1 2 :

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Boards and Commissions

Manager's Comments:

Watauga County Library Board

The Library Board unanimously recommended the appointment of Ms. Cindy Lege to a new term ending in August 2030.

Valle Crucis Historic Preservation Commission

Alyson Browett and Heidi Tester have requested reappointment to the Commission for three-year terms and have expressed their willingness to continue serving.

Department of Social Services Board

The DSS Advisory Board recommended the reappointment of Ms. Annette Ward to a new term ending August 30, 2030. Ms. Ward previously served in an interim appointment to fill a vacancy.

Each of these board recommendations are presented as a first reading. No Board action is required at this time.



September 9, 2026

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

Dear Mr. Eggers:

At our recent meeting on September 3, the Watauga County Library Board voted unanimously to recommend to Watauga County Commissioners that Cindy Lege be appointed to the Watauga County Library Board to begin a new term. Her term will end in August of 2030.

Cindy was an executive assistant and is skilled in project management, fundraising, event planning, and accounting, as well as being musically inclined, having taught piano and percussion.

Please approve this recommendation from the library board and notify Cindy and me of this appointment. Thank you and all the commissioners for your continued support of the library. Cindy resides at 1228 Fairway Drive, Boone, NC 28607.

Sincerely,

Patty Swartzbaugh

Patty Swartzbaugh
Watauga County Library Board Chair

cc: Monica Caruso
Watauga County Librarian

Russell Taylor
Regional Director of Appalachian Regional Libraries



WATAUGA COUNTY

*Department of
Planning & Inspections*

126 Poplar Grove Connector Suite 201 • Boone, North Carolina 28607 (828) 265-8043

TTY 1-800-735-2962

Voice 1-800-735-8262

or 711

FAX (828) 265-8080

Memorandum

Date: September 8, 2026
To: Watauga County Board of Commissioners
Deron Geouque, County Manager
Madison Mathis, Clerk
From: Jason Walker, Director of Planning & Inspections
Re: Valle Crucis Historic Preservation Commission – Vacancy/Reappointment

We have two positions on the Valle Crucis Historic Preservation Commission that are expiring this month. The position of Alyson Browett, Community Council Member, and Heidi Tester, resident member.

These appointments serve a 3 year term on a five-member board. Two members shall be members of the Valle Crucis Community Council and three members shall be residents within the Historic District.

Both Browett and Tester have expressed their willingness to continuing serving the community on the Valle Crucis Historic Preservation Commission.



Watauga County
Department of Social Services

SOCIAL SERVICES BOARD
Reagan Breitenstein, Chair
Tim Hodges, Commissioner
Tiffany Williams
Matthew Rollins
Annette Ward

132 POPLAR GROVE CONNECTOR – SUITE C
BOONE, NORTH CAROLINA 28607
Telephone 828-265-8100
TDD 1-800-735-2962
Voice 1-800-735-8262
Fax 828-265-7638

Julie Peck
Director

MEMORANDUM

TO: Deron Geouque, County Manager
FROM: Julie Peck, Director
DATE: September 8, 2026
SUBJECT: Reappointment for DSS Advisory Board

The Watauga County DSS Advisory Board voted on August 25, 2026 to recommend to the County Board of Commissioners reappointment of Ms. Annette Ward of Sugar Grove. Ms. Ward was appointed by the Board on May 5, 2026 to fill a vacancy created by the departure of Ms. Tiffany Christian and the term for that interim appointment ended August 30, 2026.

Ms. Ward continues to be employed at Appalachian State University as a Senior Lecturer in Clinical Social Work and is a Clinical Addictions Specialist. She has significant volunteer and professional experience in the social services field, including serving as a shelter manager for OASIS and as a medical social worker for Watauga Medical Center. She has also worked collaboratively with DSS during her time with New River and Daymark.

This recommendation for reappointment is proposed for a first reading at the September 15, 2026 Meeting and Board action is not required unless the Board chooses to vote to waive first reading and appoint Ms. Ward for a new term through August 30, 2030.

A G E N D A I T E M 1 2 :

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Announcements

Manager's Comments:

The High Country Council of Governments (HCCOG) will hold its 51st Annual Banquet on Friday, October 16, 2026, at the Appalachian State University Grandview Ballroom. The event will include networking, an awards ceremony, and a buffet dinner. RSVPs are required by September 30, 2026.

A G E N D A I T E M 1 3 :

COMMISSIONERS' COMMENTS

A G E N D A I T E M 1 4 :

BREAK

A G E N D A I T E M 1 5 :

CLOSED SESSION

- Attorney-Client Matters per G. S. § 143-318.11(a)(3)



SUPPLEMENTAL MATERIALS

FROM BOARD MEETING



Watauga County
BOARD OF COMMISSIONERS



PUBLIC COMMENT SIGN-IN

WATAUGA COUNTY BOARD OF COMMISSIONERS

MEETING DATE: September 15, 2026

WATAUGA COUNTY BOARD OF COMMISSIONERS PUBLIC COMMENT RULES

At the April 18, 2023, Watauga County Board of Commissioners meeting, the Board amended the policy for public comment before the Board as follows:

In accordance with North Carolina General Statutes 160A-81.1, the Watauga County Board of Commissioners establishes the following policy and rules regarding Public Comment.

- The Board does hereby establish a time period of up to sixty (60) minutes, for an open forum, at the beginning of each regular meeting to hear citizen comments.
- Persons who wish to speak must register on the sign-up sheet located on the information desk outside the meeting room. Sign-up sheets will be available one hour prior to the start of each meeting.
- Speakers shall provide their name and address at the start of their comments.
- Each speaker is allocated up to three (3) minutes to speak. No public comment period shall extend beyond one (1) hour. The Chair reserves the right to reduce the time limitation for individual speakers in order to meet the one (1) hour time limit and as necessary for efficient conduct of business.
- A speaker may not share or relinquish any remaining time they have not used to another speaker and shall only be allowed to speak once during the public comment period.
- Speaker substitutions at the meeting are not allowed.
- Comments are to be directed to the Board as a whole. The forum is intended to provide the Board of Commissioners an opportunity to hear citizens. It is not intended to subject the Board to answering impromptu questions. Citizens will be expected to be civil in their language and presentation and not to engage in slander or name-calling.
- Speakers shall refrain from personal attacks and/or threats directed towards County staff, elected Board members, or members of the public. Insults, profanity, use of vulgar language or gestures, or other inappropriate behavior are not allowed.
- Speakers shall limit their comments to matters that are germane to, or within the jurisdiction of the Watauga County Board of Commissioners.
- Speakers shall address the Board with any, and all public comments. Comments, questions, jeering, or other interruptions from the audience are not allowed. Speakers shall likewise not address or respond to members of the audience.
- The Chair, or presiding officer, has the authority to enforce the Rules of Decorum. Failure to obey these Rules may result in the forfeiture of the remaining speaking time and possible criminal charges. Individuals who engage in egregious or repeated violations may be asked to leave the meeting.
- During the open forum, speakers should not discuss any of the following:
 - a. Matters which concern the candidacy of any person seeking public office, including that of the person addressing the Board.
 - b. Matters in current or anticipated litigation.
 - c. Advertising or promoting the sale of products, services, or private enterprise.
 - d. Promoting any contest or lottery.

Please **clearly** print your name. By printing your name, you **acknowledge** that you have read, understood, and agree to abide by the rules outlined above.

Please state your name before speaking.

SPEAKER LIST

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PUBLIC HEARING SIGN-IN

WATAUGA COUNTY BOARD OF COMMISSIONERS

HEARING TOPIC: Community Development Block Grant Disaster Recovery – Community Infrastructure Program Application

HEARING DATE: September 15, 2026

WATAUGA COUNTY BOARD OF COMMISSIONERS PUBLIC HEARING RULES

At the April 16, 2002 Watauga County Board of Commissioners meeting the Board adopted the following rules for scheduled public hearings:

- The length of comment for each speaker may be limited (2, 3, or 5 minutes) dependent on the number of speakers requesting to address the Board.
- The comment shall be restricted to the subject of the public hearing as advertised.
- The Board shall request a civil courteous manner.

Please **clearly** print your name. By printing your name, you **acknowledge** that you have read, understood, and agree to abide by the rules outlined above.

Please state your name before speaking.

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PUBLIC HEARING SIGN-IN

WATAUGA COUNTY BOARD OF COMMISSIONERS

HEARING TOPIC: Proposed Watauga County Ambulance Franchise Ordinance

HEARING DATE: September 15, 2026

WATAUGA COUNTY BOARD OF COMMISSIONERS PUBLIC HEARING RULES

At the April 16, 2002 Watauga County Board of Commissioners meeting the Board adopted the following rules for scheduled public hearings:

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PUBLIC HEARING SIGN-IN

WATAUGA COUNTY BOARD OF COMMISSIONERS

HEARING TOPIC: Proposed Amendments to Chapter 11 Watauga County Code of Ordinances

HEARING DATE: September 15, 2026

WATAUGA COUNTY BOARD OF COMMISSIONERS PUBLIC HEARING RULES

At the April 16, 2002 Watauga County Board of Commissioners meeting the Board adopted the following rules for scheduled public hearings:

- The length of comment for each speaker may be limited (2, 3, or 5 minutes) dependent on the number of speakers requesting to address the Board.
- The comment shall be restricted to the subject of the public hearing as advertised.
- The Board shall request a civil courteous manner.

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Please state your name before speaking.

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