

TENTATIVE AGENDA AND MEETING NOTICE

WATAUGA COUNTY BOARD OF COMMISSIONERS



Tuesday, February 17, 2026 at 5:30 PM



Watauga County Recreation Center,
Community Room

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	Call Regular Meeting to Order		
	2	Approval of Minutes <ul style="list-style-type: none">February 3, 2026, Regular MeetingFebruary 3, 2026, Closed Session		2
	3	Approval of the February 17, 2026, Agenda		10
5:35	4	Public Comment <ul style="list-style-type: none">Limited to a maximum of one hour, with time adjusted based on the number of speakers.	Chairman Braxton Eggers	11
5:40	5	Watauga County Public Library Annual Report	Ms. Monica Caruso	12
5:45	6	Change Order for Baker Grading Contract for Angler Park	Ms. Wendy Patoprsty	24
5:50	7	Requesting Award to Retiring Officer	Mr. Preston Russell	27
5:55	8	Sanitation Truck Purchase Request	Mr. Chris Marriott	29
6:00	9	Tax Matters	Mr. Tyler Rash	
		A. Monthly Collections Report		37
		B. Refund & Release		39
6:05	10	Miscellaneous Administrative Matters	Mr. Deron Geouque	
		A. Hardin Park School Boundary Survey		45
		B. Ted Mackorelll Soccer Complex Bathroom Agreement		53
		C. Franchise Request from Appalachian Regional Healthcare System		54
		D. Boards and Commissions		61
		E. Announcements		68
6:10	11	Commissioners' Comments	Chairman Braxton Eggers	69
6:15	12	Break		69
6:20	13	Closed Session <ul style="list-style-type: none">Acquisition of Real Property per G.S. § 143-318.11(a)(5)Personnel Matters per G.S. § 143-318.11(a)(6)Attorney-Client Matters per G. S. § 143-318.11(a)(3) Including Case No. 5:25-cv-157, <i>Watauga County Voting Rights Task Force v. Watauga County Board of Elections</i>		69
6:25	14	Adjourn		

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

APPROVAL OF MINUTES

- February 3, 2026, Regular Meeting
- February 3, 2026, Closed Session

MEETING MINUTES

WATAUGA COUNTY BOARD OF COMMISSIONERS

Tuesday, February 3, 2026

The Watauga County Board of Commissioners held a regular meeting on Tuesday, February 3, 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
 Emily Greene, Commissioner
 Tim Hodges, Commissioner
 Ronnie Marsh, Commissioner
 Nathan Miller, County Attorney
 Deron Geouque, County Manager

Commissioner Greene offered the prayer and Vice-Chairman Castle led the Pledge of Allegiance.

2. APPROVAL OF MINUTES

Chairman Eggers presented the January 13, 2026, regular and closed session meeting minutes.

Vice-Chairman Castle, seconded by Commissioner Hodges, moved to approve the January 13, 2026, regular meeting minutes as presented.

VOTE: Aye – 5
 Nay – 0

Vice-Chairman Castle, seconded by Commissioner Hodges, moved to approve the January 13, 2026, closed session minutes as presented.

VOTE: Aye – 5
 Nay – 0

3. APPROVAL OF AGENDA

Chairman Eggers called for additions or corrections to the February 3, agenda.

There were two (2) additions.

1. Consideration of Neil Hartley's appointment to the Watauga County Planning Board and serve as its Chairman.
2. Possible action after closed session.

Commissioner Greene, seconded by Commissioner Marsh, moved to approve the January 13, 2026, agenda as amended.

VOTE: Aye – 5
 Nay – 0

4. PUBLIC COMMENT

Clerk Note – No one signed up for public comment. However, Walker Stone requested to be added as he was late to the meeting. Chairman Eggers allowed Mr. Stone to speak.

- **Walker Stone** - spoke regarding the need for a pedestrian bridge near the Winkler Creek area.

5. REQUEST TO APPROVE ARCHITECT FOR THE LIBRARY RENOVATION PROJECT

Mr. Russell Taylor, Director of Libraries for Appalachian Regional Library, requested the Board appoint John Arnaud as architect for the Library Renovation Project. The proposed fee was a lump sum of \$21,490, and Mr. Arnaud worked extensively with the library on the development of this project.

Pursuant to N.C. Gen. Stat. § 143-64.32, the Board must exempt the project from the Qualifications-Based Selection (QBS) process, as the professional services fee is less than \$50,000. Funding for the project will be provided through grants, fundraising efforts, and the County's capital project set-aside for the library.

Vice-Chairman Castle, seconded by Commissioner Greene, moved to exempt the project from the Qualifications-Based Selection (QBS) process per N.C. Gen. Stat. § 143-64.32.

VOTE: Aye – 5
 Nay – 0

Vice-Chairman Castle, seconded by Commissioner Greene, moved to award the architectural services contract to John Arnaud in an amount not to exceed \$21,490 with County Attorney Miller's corrections to the contract removing arbitration and changing litigation to a competent court of law.

VOTE: Aye – 5
 Nay – 0

6. BID RECOMMENDATION FOR MYSTERY HILL TRAIL REPAIR

Ms. Wendy Patoprsty, Blue Ridge Conservancy Middle Fork Greenway Director, presented bids for the repairs to the Mystery Hill Trail. Four bids were received. Ms. Patoprsty requested the Board award the bid to S&W Construction as the lowest responsive bidder in the amount of \$35,159.00. The bid was within the assessed amount approved by FEMA.

Commissioner Marsh, seconded by Vice-Chairman Castle, moved to award the bid to S&W Construction as the lowest responsive bidder in the amount of \$35,159.00.

VOTE: Aye – 5
 Nay – 0

7. NEW EMERGENCY SERVICES FACILITY ACCESS CONTROL SYSTEM REQUEST

Mr. Drew Eggers, IT Director, requested the Board approve a quote from Creekside Electronics in the amount of \$18,862.35 for installing the access control (security system for doors) at the new Emergency Services Facility. Three (3) bids were received. Adequate funds were available in the FF&E budget for the project.

Commissioner Marsh, seconded by Commissioner Hodges, moved to award Creekside Electronics the bid for installing the access control (security system for doors) at the new Emergency Services Facility in the amount of \$18,862.35.

VOTE: Aye – 5
 Nay – 0

8. HAGERTY CONSULTING, INC. CONTRACT EXTENSION

County Manager Geouque requested Board approval to extend Hagerty Consulting, Inc's contract. Due to delays and additional requirements at the federal level with several projects, Hagerty Consulting's time and costs have increased for this work managing the public assistance projects for the County. The request was for \$150,000 in additional funding and a 6-month timeline extension to September 17, 2026. Funding will come from the Category Z funding through the FEMA Public Assistance program.

Commissioner Hodges, seconded by Commissioner Greene, moved to approve the request for \$150,000 in additional funding and a 6-month timeline extension to September 17, 2026 for Hagerty Consulting.

VOTE: Aye – 5
 Nay – 0

9. MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Acceptance of NC Youth Sports Grant Award

Watauga County Parks and Recreation was awarded a NC Youth Sports Grant in the amount of \$3,300.00. The funding will fully cover the registration fees for youth selected to All-Star teams.

Vice-Chairman Castle, seconded by Commissioner Greene, moved to accept the NC Youth Sports Grant in the amount of \$3,300.00.

VOTE: Aye – 5
Nay – 0

B. Revised Annual Pre-Budget Retreat Agenda

The approved dates for the Annual Pre-Budget Retreat were February 26th and 27th with times approved from 12–7 P.M. and 9 A.M.–1 P.M.

Commissioner Marsh, seconded by Vice-Chairman Castle, moved to approve the Pre-Budget Retreat dates as presented.

VOTE: Aye – 5
Nay – 0

C. Boards and Commissions

AppalCART Board

The Town of Boone recommended reappointment of Todd Carter as the Town representative on the AppalCART Board. This item was presented for a first reading.

Commissioner Marsh, seconded by Chairman Eggers, moved to waive the first reading and appoint Todd Carter as the Town representative to the AppalCART Board.

VOTE: Aye – 5
Nay – 0

Parks and Recreation Commission

The Town of Boone recommended reappointment of Virginia Roseman as the Town representative on the Parks and Recreation Commission. This item was presented for a first reading.

Vice-Chairman Castle, seconded by Commissioner Greene, moved to waive the first reading and appoint Virginia Roseman as the Town of Boone representative to the Parks and Recreation Commission Board.

VOTE: Aye – 5

Nay – 0

Tourism Development Authority (TDA)

Ms. Kim Rogers was no longer able to serve on the Watauga County TDA Board. The TDA requested the appointment of Mr. Eric Woolridge and asked to waive the first reading, so that Mr. Woolridge can sit at their next board meeting. This item was presented for first reading.

Commissioner Marsh, seconded by Commissioner Greene, moved to waive the first reading and appoint Eric Woolridge to the Watauga County TDA Board.

VOTE: Aye – 5
 Nay – 0

Watauga Economic Development Commission

The terms of Lee Rankin, Virginia Wallace, and Suzanne Livesay on the Watauga Economic Development Commission expired at the end of 2025. Each was appointed to a three-year term and were eligible to serve two consecutive terms. Virginia Wallace and Suzanne Livesay have expressed a willingness to serve another term if reappointed. These items were previously presented as a first reading on December 2, 2025. Blake Brown and James Milner have submitted applications to serve on this board. These items were previously presented as a first reading on January 13, 2026.

Commissioner Marsh, seconded by Commissioner Hodges, moved to appoint Suzanne Livesay, Blake Brown and James Milner to the Watauga Economic Development Commission.

VOTE: Aye – 5
 Nay – 0

Watauga County Planning Board

Commissioner Eggers, seconded by Commissioner Greene, moved to appoint Neil Hartley to the Watauga County Planning Board and as chairman to that Board.

VOTE: Aye – 5
 Nay – 0

D. Announcements

Commissioner Greene, seconded by Commissioner Hodges, moved to relocate the Board's regularly schedule meetings for February 17th, March 3, 2026, and the Pre-Budget Retreat February 26th and 27th to the Watauga County Community Recreation Center Community room.

VOTE: Aye – 5
 Nay – 0

10. COMMISSIONERS' COMMENTS

There were no Commissioner comments.

11. BREAK

12. CLOSED SESSION

At 6:00 PM, Vice-Chairman Castle, seconded by Commissioner Greene, moved to enter Closed Session pursuant to G.S. § 143-318.11(a)(3) to discuss matters protected by attorney–client privilege, including Case No. 5:25-cv-157; and pursuant to G.S. § 143-318.11(a)(5) to consider matters related to the acquisition of real property.

VOTE: Aye – 5
 Nay – 0

At 6:02 PM, Commissioner Greene, seconded by Commissioner Hodges, moved to resume the open meeting.

VOTE: Aye – 5
 Nay – 0

At 6:04 PM, Vice-Chairman Castle, seconded by Commissioner Greene, moved to enter Closed Session pursuant to G.S. § 143-318.11(a)(3) to discuss matters protected by attorney–client privilege, including Case No. 5:25-cv-157; and pursuant to G.S. § 143-318.11(a)(5) to consider matters related to the acquisition of real property.

VOTE: Aye – 5
 Nay – 0

At 7:47 PM, Chairman Eggers, seconded by Vice-Chairman Castle, moved to resume the open meeting.

VOTE: Aye – 5
 Nay – 0

13. POSSIBLE ACTION AFTER CLOSED SESSION

Vice-Chairman Castle, seconded by Commissioner Marsh, moved to authorize the travel and expenses (not to exceed \$2,000) for two (2) Social Services workers to travel to Florida for foster child placement.

VOTE: Aye – 5
 Nay – 0

14. ADJOURN

At 7:55 PM, Vice-Chairman Castle, seconded by Commissioner Greene, moved to adjourn the meeting.

VOTE: Aye – 5
 Nay – 0

Braxton Eggers, Chairman

ATTEST: Deron Geouque, County Manager

DRAFT

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

APPROVAL OF FEBRUARY 17, 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 :

WATAUGA COUNTY PUBLIC LIBRARY ANNUAL REPORT

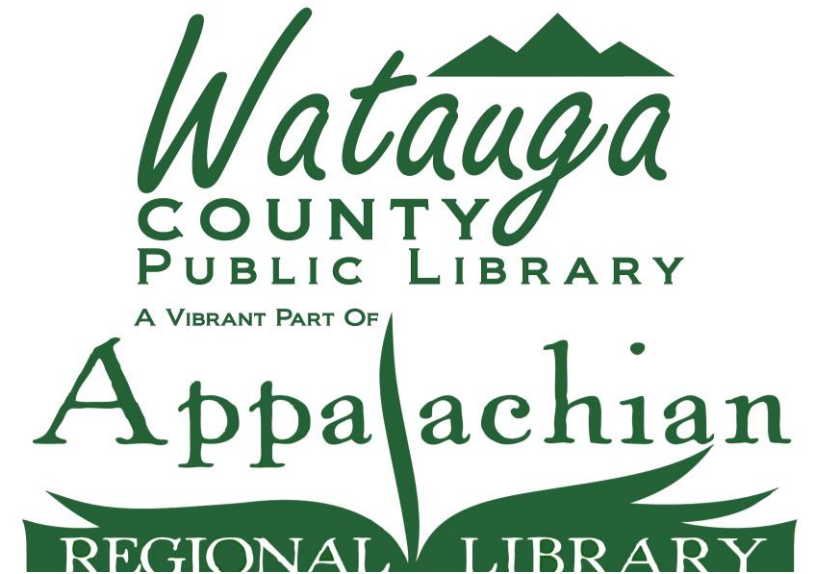
Manager's Comments:

Ms. Monica Caruso, County Librarian, will present the Watauga County Public Library Annual Report.

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

Watauga County Public Library

2025 Highlights





Saturday, December 13th
11am until 4pm

Celebrate Jane Austen's 250th Birthday!

Watauga County Public Library

Tea, Cake, Games, Raffle & More!

All Ages Invited!

Costumes Welcome!

And don't miss:
KnitFlix @ the AppTheatre presents
"Pride & Prejudice" (2005)
Tuesday, December 16, at 6:00 p.m.
\$6 - General Admission

APPALACHIAN

Adult Services

VITA January 31st - April 4th
GET YOUR TAXES DONE FOR FREE

The VITA program offers free tax help to people who generally make \$54,000 or less, persons with disabilities and limited English speaking taxpayers who need assistance in preparing their own tax returns. IRS-certified volunteers provide free basic income tax return preparation with electronic filing to qualified individuals.

WHAT YOU NEED:

- ✓ Social security cards for taxpayer, spouse, and dependents
- ✓ Photo ID for taxpayer and spouse (if married filing jointly)
- ✓ Birth dates for taxpayer, spouse, and dependents
- ✓ All income statements, W-2, 1099, 1099-R, Social Security Benefits Statement, and other income sources
- ✓ Tuition Statement (1098-T) and related expenses from a college or technical school
- ✓ Statement from Child Care Provider (includes total paid and tax ID number)
- ✓ Affordable Care Act Statements (1095-A, B, or C)
- ✓ A copy of last year's tax return
- ✓ Bank account number and routing number (for direct deposit of any refund)

TO SCHEDULE AN APPOINTMENT
Watauga County Public Library
Adult Services Desk: 828 264 8784 ext. 2

Seated Tai Chi for Arthritis Workshop

Join us for a
Mondays, beginning January 27th
from 11-11:45 @ the Watauga Co. Public Library or Via Zoom

To register, click the link above or visit healthyagingnc.com

Tai Chi for Arthritis was developed by medical professionals to improve flexibility, strength and fitness.

Tai Chi is a powerful mind-body exercise which helps to reduce stress and improve relaxation.

Tai Chi also helps to relieve pain, improve physical function, build balance and strength

Please use the link to register or call Adult Services at the Watauga County Public Library: 828 264 8784 ext.2

HEALTHY AGING NC N.C. Center for Health & Wellness at UNC Asheville

WATAUGA COUNTY PUBLIC LIBRARY

AGING

The Watauga County Public Library Presents:
An evening with
DR. BRETT TAUBMAN
Professor and Director of Fermentation Sciences at Appalachian State and author of
SOUTHERN CULTURE ON THE FIZZ: AN EFFERVESCENT GUIDE TO FERMENTED FOODS AND BEVERAGES FROM THE AMERICAN SOUTH

Wednesday, August 6,
5:30-6:30 PM
at the Watauga County Public Library

SOUTHERN CULTURE ON THE FIZZ
ON THE FIZZ
AN EFFERVESCENT GUIDE TO FERMENTED FOODS AND BEVERAGES FROM THE AMERICAN SOUTH
BRETT TAUBMAN

Watauga County Public Library
Saturday, November 15th
10:00 am to 1:00 pm

Repair Hub
Don't toss it

- Knife & Tool Sharpening
- Electrical Repair
- Costume Jewelry
- Sewing

Repair Hub is free, but donations toward supply costs are gladly accepted at the Circulation desk.

Last one at the Library until late spring 2026!

Watauga County Public Library
Appalachian

Meeting Room/Study Room Usage, and Technology Tutorials

- 905 meeting room uses with 6,330 attendees
- 899 uses of the study rooms with 1,822 hours
- We had 104 technology tutorials

Adults
Monday Movie Matinées

Free Movie Every Monday at 2:00 pm

Join us for films based on your recommendations!

Call 828 264 8784 ext 2 or email smize@arlibrary.org for listings.



Youth Services

- 2nd Grade Field Trips*
- Boone Boo
- Boonerang
- Buildfest/Back 2 School Fest
- Chess Club
- Creative Writing Club
- Dungeons & Dragons
- Lego Club
- Boonetober Fest
- Brody the Therapy Dog
- Girls Who Code
- PBS/Rootle
- Santa & Nutcracker Storytimes *
- Scavenger Hunts
- Summer Reading & Reading & Rolling Program
- Teen/Tween Hangouts
- District-wide talks for K-6 Elementary WCS Teachers
- Three weekly storytimes
 - Bilingual Stories



Summer Reading Programs*

- Grandfather Mountain
- Audubon Society
- Blue Ridge Parkway
- Turchin Center
- Eco Explorer
- Foam Party
- Weekly Art
- Native Wildlife Stories
- Lees McRae Wildlife Rehabilitation Center
- Fairy Day

*pictured



Bi-Monthly Storytimes

Western Watauga Branch Library



In home Book delivery

Branch Library Book Club
Dementia Support Group
Summer Reading
Reading & Rolling
Notary Services



Reviving
Appalachian
Heritage
Mabel
Elementary



Outreach
Program



Valle Crucis Elementary
Book Outreach



Summer Learning Fun

Volunteers contributed approximately 6,250 hours, valued at \$217,437. They include the Friends, Endowment, Book Donation Sorters, Renovation Committee, Library Board, Volunteer Income Tax Assistance, Book Sales, Digital Watauga, Programming and more.

Volunteers



Dementia Caregiver Support
Group Volunteers at Western
Watauga Branch



Book Sale Preparations



Boonerang Volunteers

Watauga Endowment Council -
Patio Project



Grants, 2025

Three Modular Units coming soon.



NC Dept. of Equity & Digital Inclusion - Digital Champion

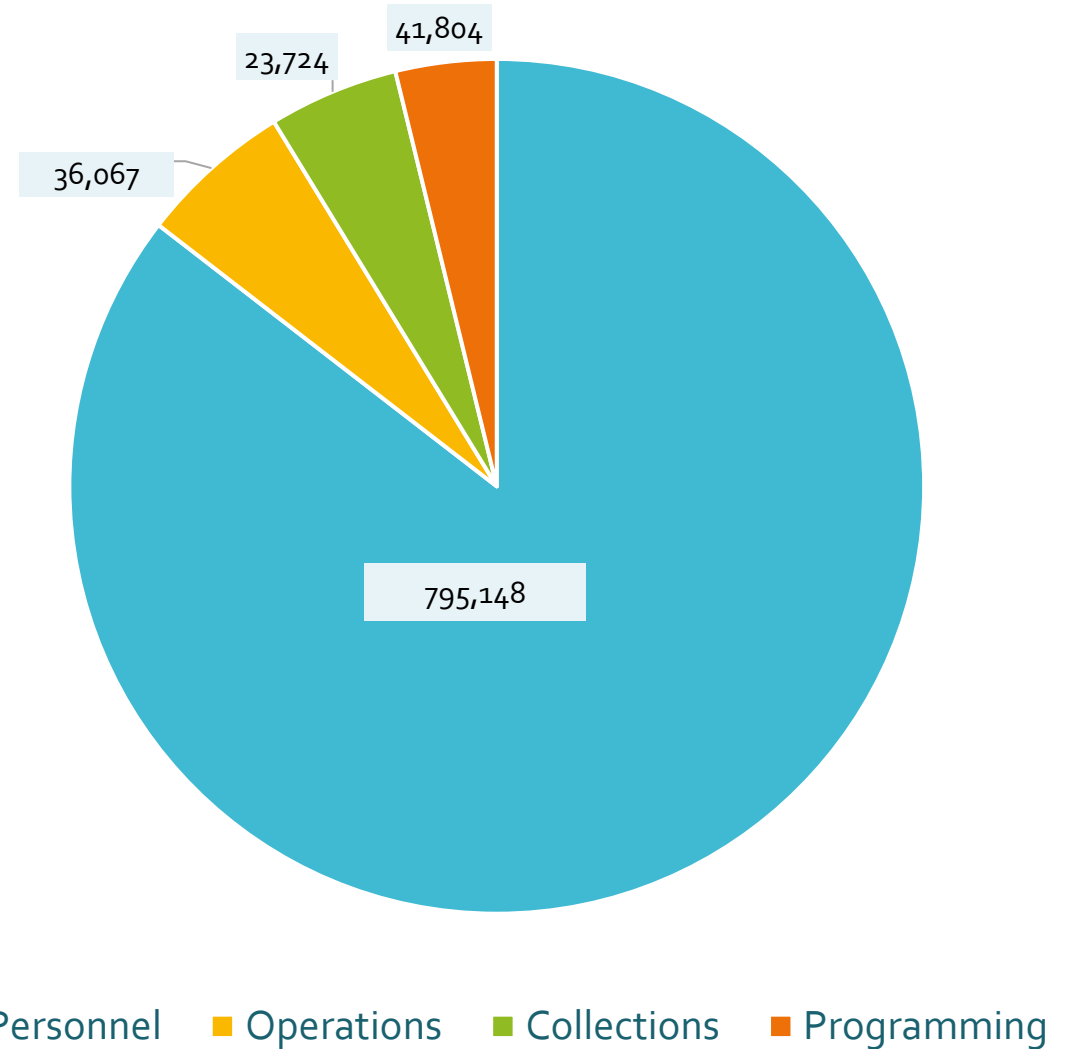
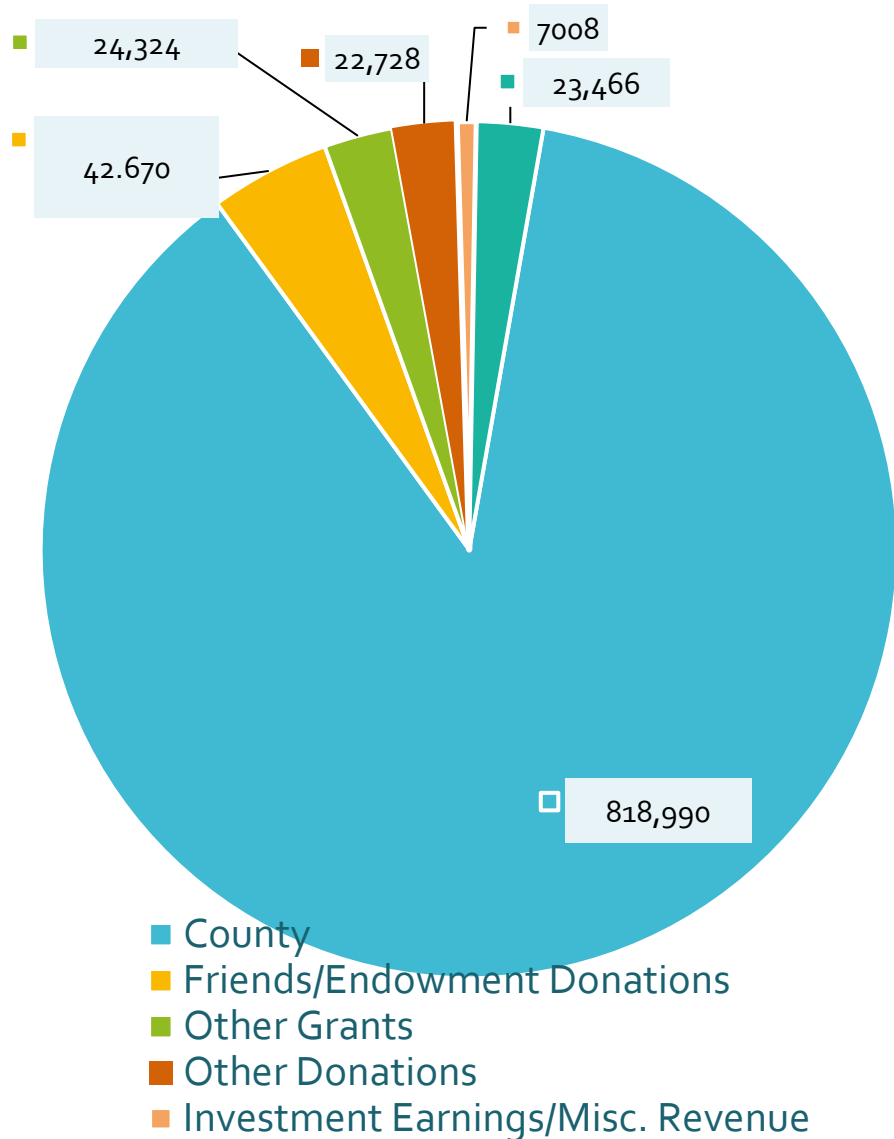


Revenue = \$963,510

FY 2025

Expenditures = \$896,743

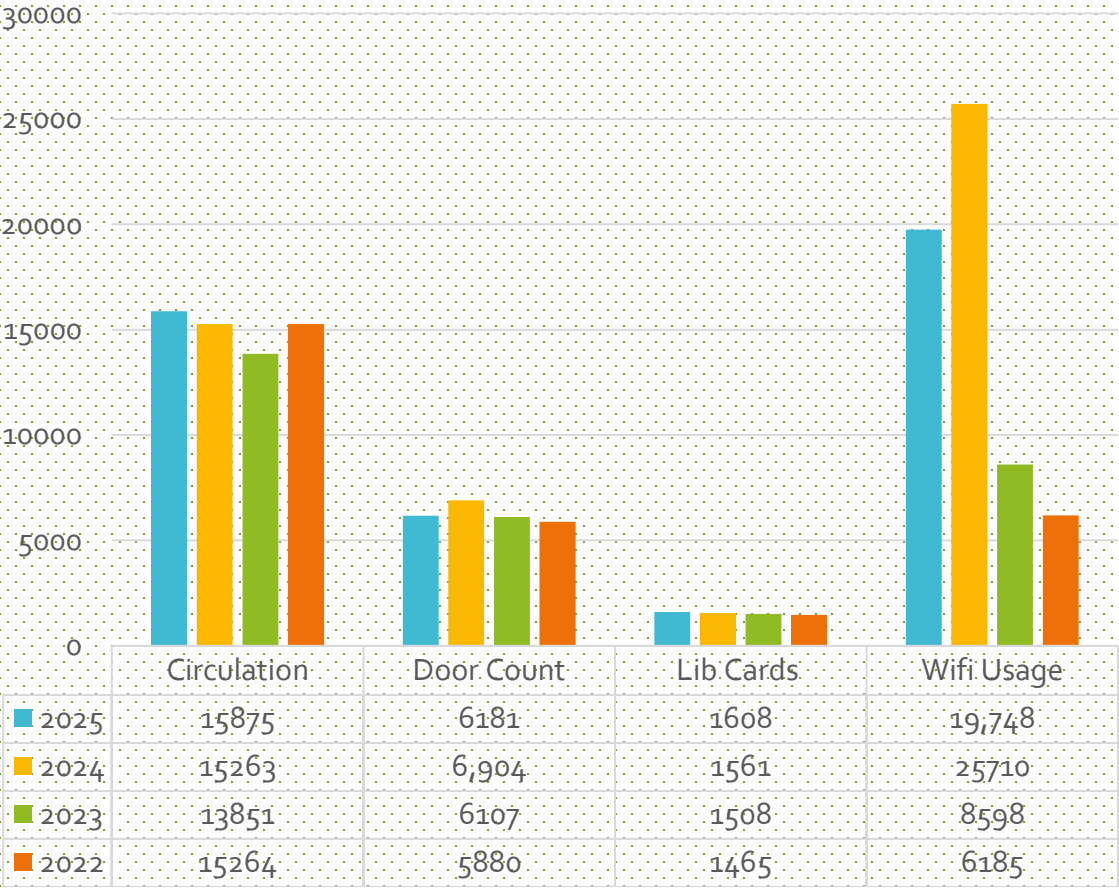
021726 BCC MEETING



Main Library



WW Branch



FUNDING

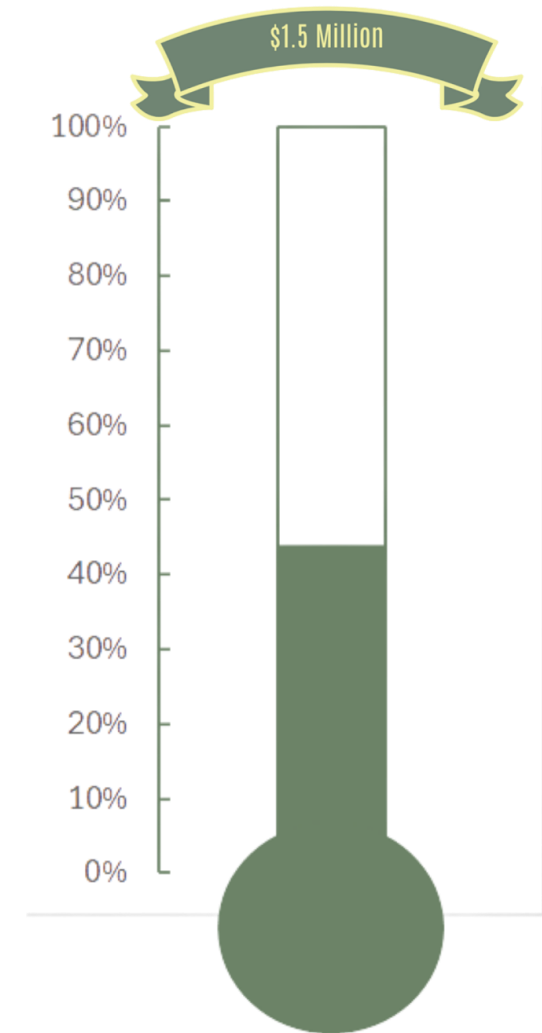
Looking Ahead

GRANTS , 2026 – 2027

- LSTA Modular Conference Rooms Grant (25-26)
- NC Dept. of Commerce Grant for renovation (26-27)
- LSTA Strategic Planning - Consultant (26-27)



Renovation Update



Whatever the cost of our libraries, the price is cheap compared to that of an ignorant nation. --- Walter Cronkite

Thank you to Watauga
County for your
partnership and support!

A G E N D A I T E M 6 :**CHANGE ORDER FOR BAKER GRADING CONTRACT FOR ANGLER PARK****Manager's Comments:**

Ms. Wendy Patoprsty, Middle Fork Greenway Director, will present a change order to the Baker Grading contract for Angler Park in the amount of \$225,000.00. This increase will cover the cut and removal of approximately 48 feet of guardrail in accordance with NCDOT standards, as well as repair of a washout area consistent with plans prepared by Solid Rock Engineering. Sufficient funding is available through the NC Land and Water Fund, the NC Division of Water Resources, and matching funds from Middle Fork Greenway private donations. No County match is required.

Board action is requested to approve the change order for Baker Grading in the amount of \$225,000.00.



To: Watauga County Commissioners

From: Wendy Patoprsty, Middle Fork Greenway Director, Blue Ridge Conservancy

Date: February 17, 2026

Re: Angler Park, Section 3A Baker Contract Change Order for Stream Restoration

This memo provides details regarding a proposed change order to the Middle Fork Greenway Section 3A Stream Restoration contract, which was approved by the Watauga County Board of Commissioners in December 2025.

The project is funded through multiple sources, including the North Carolina Land and Water Fund, the North Carolina Division of Water Resources, and matching funds from Middle Fork Greenway private donations.

The proposed change order would modify the existing contract with Baker Grading to increase the contract amount by \$225,000. This increase will cover the cut and removal of approximately 38 feet of guardrail in accordance with NCDOT standards, as well as repair of a washout area consistent with plans prepared by Solid Rock Engineering.

Sufficient funding is available through the above-referenced grant sources to cover these additional costs. The work included in this change order is necessary to complete the trailhead, greenway, and bridge construction associated with Angler Park. Angler Park proper is currently being advertised for construction with bid openings Feb 26, 2026.

Sincerely,

A handwritten signature in cursive script, reading "Wendy Patoprsty".

Wendy Patoprsty
Blue Ridge Conservancy
Middle Fork Greenway Director

CHANGE ORDER NO.: 1

Owner:	Watauga County	Owner's Project No.:
Engineer:	Carrie Caviness, PhD, PE	Engineer's Project No.:
Contractor:	Baker Grading	Contractor's Project No.:
Project:	MFG3A Stream Restoration	
Contract Name:	Middle Fork Greenway Section 3A Stream Restoration	
Date Issued:	12.10.2025	Effective Date of Change Order:

The Contract is modified as follows upon execution of this Change Order:

Description: Cut and removal of approximately 38 feet of guardrail per NCDOT standards and repair washout area according to plan designed by Solid Rock Engineering.

Attachments: Sheet 6/6 of plans prepared by Solid Rock Engineering

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

Original Contract Price:	Original Contract Times:
\$ <u>\$421,000.00</u>	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:
\$ <u>\$421,00.00</u>	Substantial Completion: _____
	Ready for final payment: _____
Increase this Change Order:	[Increase] [Decrease] this Change Order:
\$ <u>\$225,000</u>	Substantial Completion: _____
	Ready for final payment: _____
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ <u>\$646,000.00</u>	Substantial Completion: _____
	Ready for final payment: _____

Recommended by Engineer (if required)

By: Carrie Caviness, PhD PE

Title: Prime/Engineer

Date: 02/04/2026

Authorized by Owner

By: Deron Geoque

Title: County Manager

Date: _____

Accepted by Contractor

Baker Grading & Landscaping , Inc.

Charles Baker, Vice President

02/10/2026

Approved by Funding Agency (if applicable)

Blue Ridge Conservancy, Wendy Patoprsty

Director of Middle Fork Greenway

02/04/2026

A G E N D A I T E M 7 :**REQUESTING AWARD TO RETIRING OFFICER****Manager's Comments:**

N.C.G.S 17F-20, as included in your packets, allows governing bodies of a law enforcement agency to award a retiring member their badge and service side arm at a price determined by the governing body. Law enforcement personnel may retire at age 55 with five (5) years of credible service as an officer with full retirement benefits.

Officer Perry Scot Brown is retiring March 1, 2026. The Sheriff's Office is requesting that Scot's respective badge and side arm be awarded to him upon retirement and that the Board set the price of the badge and side arm at \$1.

Board action is required to make this award.



WATAUGA COUNTY SHERIFF'S OFFICE

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

LEN D. HAGAMAN, JR.
SHERIFF

To: Deron Geouque

From: Captain Preston Russell

Re: Service Weapon Retirement Request – Deputy Perry Scot Brown

The Watauga County Sheriff's Office respectfully requests the Board's approval to allow Deputy Perry Scot Brown to retain his issued service weapon as a retirement gift in recognition of his honorable and dedicated service to Watauga County.

Deputy Brown has faithfully served the citizens of Watauga County since October 18, 2004. Throughout his career, he demonstrated professionalism, commitment, and loyalty to the Sheriff's Office and the community he served. His contributions and dedication have had a lasting positive impact on this agency.

As Deputy Brown enters retirement, the Sheriff's Office wishes to recognize his years of service and dedication by allowing him to retain his service weapon as a token of appreciation.

County Asset: Glock Model 45

Serial Number: CBHW637

Thank you for your consideration of this request.

Respectfully,

Captain Preston Russell

Watauga County Sheriff's Office

A handwritten signature in dark ink, appearing to be "PR", written over a horizontal line.

A G E N D A I T E M 8 :**SANITATION TRUCK PURCHASE REQUEST****Manager's Comments:**

Mr. Chris Marriott, Operations Services Director, will request the Board to approve the purchase from Parks Ford (NC Sheriff's Vehicle Procurement Contract) of a 2026 Ford Ranger 4x4 SuperCrew pickup truck in the amount of \$33,961.21 and taxes and tag in the amount of \$1,025.00. The new truck would be a replacement for a 2014 Ford F150 that has considerable rust and wear.

Adequate funds have been budgeted to cover the requested purchase. Board action is requested to approve the purchase of a 2026 Ford Ranger 4x4 SuperCrew pickup truck in the amount of \$33,961.21 along with taxes and tag in the amount of \$1,025.00.



WATAUGA COUNTY

*SANITATION
DEPARTMENT*

*336 Landfill Road – Boone, NC 28607 – (828) 264-5305
TDD 1-800-735-2962 – Voice 1-800-735-8262 – FAX (828) 264-3230*

February 10, 2026

To: Deron Geouque, County Manager

From: Chris Marriott, Operations Services Director

Subject: Sanitation Vehicle Purchase Request

Please see attached quote, for procurement of a 2026 Ford Ranger 4x4 SuperCrew pick up for the Watauga County Sanitation Department. This vehicle is primarily utilized for site access, department tasks, and visitor (State regulators) tours. The new pick up would be a replacement for a 2014 Ford F150 that has considerable rust and wear.

The 2026 Ford Ranger has been cooperatively bid and is on the North Carolina Sheriff Association (NCSA) contract. Staff reached out locally for quotes, only one quote was received from Modern Toyota of Boone. The pricing received for a small pick-up is as follows:

Company	Product	Price
Parks Ford – Hendersonville, NC	2026 Ranger 4x4 SuperCrew	\$33,961.21
Modern Toyota of Boone	2026 Toyota Tacoma SR 4x4 Double Cab	\$37,082.00

Staff requests Board of Commissioner's approval to purchase a 2026 Ford Ranger 4x4 from Parks Ford of Hendersonville for \$33,961.21 based on pricing in the North Carolina Sheriff Association contract.

Staff also requests permission to offer the 2014 Ford F150 as a surplus vehicle unless the County has another need for it.

This purchase was budgeted in the FY26 Operating Budget for the Department. Available funds are in the Sanitation Department's budget in line 667420-454000 [Capital Outlay-Vehicles].

Please let me know if you have any questions or concerns. Thank you in advance for your consideration.

Prepared for: , Watauga County

2026 Ranger 4x4 SuperCrew 5' box 128.7" WB XL (R4P)

Price Level: 615



Client Proposal

Prepared by:

Jeff Williams

Office: 828-693-4281

Quote ID: 0130202601

Date: 01/30/2026



Parks Ford | 601 DUNCAN HILL RD, HENDERSONVILLE, NC, 28792

Office: 828-693-4281 | Fax: 828-696-8993

Prepared for:

Watauga County

Prepared by: Jeff Williams

01/30/2026

021726 BCC MEETING



Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

2026 Ranger 4x4 SuperCrew 5' box 128.7" WB XL (R4P)

Price Level: 615 | Quote ID: 0130202601

, Watauga County

Re: Quote ID 0130202601 01/30/2026

To Whom It May Concern,

All pricing provided in this quote is based on, and follows the guidelines of, the North Carolina Sheriffs' Association Vehicle Procurement Program. Contract # 26-12-0909. Specification # 340

Sincerely,

Jeff Williams

Prepared for:
Watauga County
Prepared by: Jeff Williams
01/30/2026

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

2026 Ranger 4x4 SuperCrew 5' box 128.7" WB XL (R4P)

Price Level: 615 | Quote ID: 0130202601

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Prepared for:

Watauga County

Prepared by: Jeff Williams

01/30/2026

021726 BCC MEETING



Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

2026 Ranger 4x4 SuperCrew 5' box 128.7" WB XL (R4P)

Price Level: 615 | Quote ID: 0130202601

As Configured Vehicle

Code	Description
Base Vehicle	
R4P	Base Vehicle Price (R4P)
Packages	
100A	Equipment Group 100A Standard <i>Includes:</i> <ul style="list-style-type: none">- Engine: 2.3L EcoBoost <i>Includes auto start-stop technology.</i>- Transmission: Electronic 10-Speed Automatic <i>Includes selectable drive modes: normal, ECO, sport, tow/haul and slippery.</i>- 3.73 Axle Ratio- GVWR: 6,170 lbs- Tires: 255/70R17 All-Terrain BSW- Wheels: 17" Black-Painted Steel- Cloth Front Bucket Seats <i>Includes 8-way manual adjustable driver including lumbar, 6-way manual adjustable passenger, driver and passenger manual reclining seats, flow-through console and floor shift.</i>- Radio: AM/FM Stereo <i>Includes 6 speakers and A and C USB ports.</i>- SYNC 4A <i>Includes enhanced voice recognition communications and entertainment system, 10" center display, AppLink, 911 Assist and Apple CarPlay and Android Auto compatibility.</i>- STX Appearance Package<ul style="list-style-type: none">- Halogen Fog Lamps- LED Reflector Headlamps- STX Fender Badge
Powertrain	
99H	Engine: 2.3L EcoBoost <i>Includes auto start-stop technology.</i>
44T	Transmission: Electronic 10-Speed Automatic <i>Includes selectable drive modes: normal, ECO, sport, tow/haul and slippery.</i>
STDAX	3.73 Axle Ratio
STDGV	GVWR: 6,170 lbs
Wheels & Tires	
STDTR	Tires: 255/70R17 All-Terrain BSW
STDWL	Wheels: 17" Black-Painted Steel
Seats & Seat Trim	

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:
Watauga County
Prepared by: Jeff Williams
01/30/2026

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

2026 Ranger 4x4 SuperCrew 5' box 128.7" WB XL (R4P)

Price Level: 615 | Quote ID: 0130202601

As Configured Vehicle (cont'd)

Code	Description
B	<p>Cloth Front Bucket Seats</p> <p><i>Includes 8-way manual adjustable driver including lumbar, 6-way manual adjustable passenger, driver and passenger manual reclining seats, flow-through console and floor shift.</i></p>

Other Options

128WB	128" Wheelbase
PAINT	Monotone Paint Application
STDRD	<p>Radio: AM/FM Stereo</p> <p><i>Includes 6 speakers and A and C USB ports.</i></p> <p><i>Includes:</i></p> <ul style="list-style-type: none">- SYNC 4A <p><i>Includes enhanced voice recognition communications and entertainment system, 10" center display, AppLink, 911 Assist and Apple CarPlay and Android Auto compatibility.</i></p>
53R	<p>Trailer Tow Package</p> <p><i>Includes towing capability up to TBD lbs and 4-pin/7-pin wiring harness.</i></p> <p><i>Includes:</i></p> <ul style="list-style-type: none">- Class IV Trailer Hitch Receiver
153	<p>Front License Plate Bracket</p> <p><i>Standard in states where required by law, optional to all others.</i></p>

Emissions

425	50-State Emissions System
-----	---------------------------

Exterior Color

YZ_01	Oxford White
-------	--------------

Interior Color

BH_03	Ebony w/Cloth Front Bucket Seats
-------	----------------------------------

Prepared for:
Watauga County
Prepared by: Jeff Williams
01/30/2026

Parks Ford | 601 DUNCAN HILL RD HENDERSONVILLE NC | 28792

2026 Ranger 4x4 SuperCrew 5' box 128.7" WB XL (R4P)

Price Level: 615 | Quote ID: 0130202601

Pricing Summary - Single Vehicle

			MSRP
Vehicle Pricing			\$39,280.00
Subtotal			\$39,280.00
Pre-Tax Adjustments			
Code	Description	MSRP	
Discount	Dealer Discount	-\$2,518.79	
Ford Gvmnt GPC	Government GPC	-\$2,800.00	
Total			\$33,961.21

Customer Signature

Acceptance Date

A G E N D A I T E M 9 :

TAX MATTERS

A. Monthly Collections Report

Manager's Comments:

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

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

Monthly Collections Report**Watauga County**

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

Monthly Report January 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 2025	7,183,555.51	42,336,444.93	94.05%	94.26%
Prior Year Taxes	72,235.80	418,749.79		
Solid Waste User Fees	580,628.74	3,597,174.41	92.82%	92.62%
 Total County Funds	 \$7,836,420.05	 \$46,352,369.13		
<u>Fire Districts</u>				
Foscoe Fire	99,645.77	669,640.57	94.22%	95.24%
Boone Fire	223,162.47	1,292,456.39	94.48%	94.39%
Fall Creek Service Dist.	2,062.49	12,920.60	89.88%	89.91%
Beaver Dam Fire	21,431.35	129,914.85	90.60%	90.69%
Stewart Simmons Fire	69,930.55	425,281.60	91.88%	92.60%
Zionville Fire	24,156.39	146,108.03	90.11%	91.06%
Cove Creek Fire	59,999.34	337,497.49	92.75%	92.85%
Shawneeaw Fire	24,852.37	158,485.30	91.63%	93.26%
Meat Camp Fire	48,509.98	303,253.46	91.55%	91.15%
Deep Gap Fire	43,447.04	266,843.33	93.47%	92.11%
Todd Fire	12,799.46	75,354.62	94.07%	94.61%
Blowing Rock Fire	108,846.89	704,707.32	93.53%	94.41%
M.C. Creston Fire	427.13	6,722.16	85.19%	83.17%
Foscoe Service District	17,818.91	106,994.96	96.09%	92.87%
Beech Mtn. Service Dist.	1,493.96	2,791.30	96.76%	93.67%
Cove Creek Service Dist.	0.00	336.65	100.00%	19.50%
Shawneeaw Service Dist	886.92	7,457.58	84.56%	88.25%
 Total Fire Districts	 759,471.02	 4,646,766.21		
<u>Towns</u>				
Boone	1,757,999.84	9,223,904.28	95.70%	96.19%
Municipal Services	102,022.75	291,834.29	97.20%	95.75%
 Total Town Taxes	 \$1,860,022.59	 \$9,515,738.57		
 Total Amount Collected	 \$10,455,913.66	 \$60,514,873.91		

Regina Horck Tax Collections Director

Lyle Ross Tax Administrator

A G E N D A I T E M 9 :

TAX MATTERS

B. Refunds and Releases

Manager's Comments:

Mr. Tyler Rash, Tax Administrator, will present the Refunds and Releases Reports.
Board action is required to accept the Refunds and Releases Reports.

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

OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL EFF DATE JUR	VALUE REF NO	CHARGE	AMOUNT
1858154 BURFORD FAMILY LIVING TRUST 4210 PATRIOTS WAY GASTONIA, NC 28056	RE 2025 12562 01/13/2026 1897-64-2548-000 F12 TAX RELEASES PARCEL IS DEACTIVATED.		12656	0 F12 G01 SWF	296.60 1,886.38 115.00 ----- 2,297.98
1421262 DUCKWORTH, RONNIE MITCHELL 421 SEVEN DEVILS RD BANNER ELK, NC 28604	PP 2023 3433 01/08/2026 838623400 F01 REFUND RELEASE 12652 TWO SOLID WASTE FEES CHARGED-SHOULD HAVE ONLY BEEN 1 CHARGED			0 SWF	102.87
1421262 DUCKWORTH, RONNIE MITCHELL 421 SEVEN DEVILS RD BANNER ELK, NC 28604	PP 2024 3386 01/08/2026 838623400 F01 REFUND RELEASE 12651 TWO SOLID WASTE FEES CHARGED-SHOULD HAVE BEEN 1			0 SWF	102.87
1818841 ESTATE MAINTENANCE 2260 AHO RD BOONE, NC 28607	PP 2025 1178 01/05/2026 3704 F02 REFUND RELEASE 12646 SOLD MH MID YEAR 2023			0 F02 G01 SWF F02L G01L	2.65 14.06 115.00 .27 1.41 ----- 133.39
1858268 GLASPEY, ROBERT GORDON KEVILLE-GLASPEY, ROSEMARY 192 YELLOW DAISY LN BANNER ELK, NC 28604	PP 2025 1692 01/06/2026 4669 F01 REFUND RELEASE 12648 listed in error			0 F01 G01 F01L G01L	10.00 63.60 1.00 6.36 ----- 80.96
1857435 HATCHET COFFEE LLC 200 DEN MAC DRIVE BOONE, NC 28607	PP 2025 1504 01/12/2026 4336 C02 TAX RELEASES BUSINESS CLOSED		12655	0 C02 G01	501.72 398.87 ----- 900.59
1531556 LEAVITT, DAVID BUTLER LEAVITT, JOANN C P O BOX 3742 BOONE, NC 28607	RE 2025 21255 01/08/2026 1954-96-8578-000 F04 TAX RELEASES 12653 UNREPORTED HELENE DAMAGE. HOME IS UNLIVEABLE.		113,200	F04 G01 SWF	56.60 359.98 115.00 ----- 531.58
1295419 MCCLAIN, ANN AND JANET KENNERLY 1955 BAIRDS CREEK RD VILAS, NC 28692	RE 2025 24924 01/16/2026 1980-79-0430-000 F07 TAX RELEASES 12657 EXEMPTION DID NOT CALCULATE			0 F07 G01	48.02 305.44 ----- 353.46

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

OWNER NAME AND ADDRESS	CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1860965 NITYA CAPITAL LLC 2424 RIDGE RD ROCKWALL, TX 75087	PP 2025 4607 TAX RELEASES LISTED UNDER	1638	01/16/2026	C02	12659	0	C02 G01	57.20 45.47 ----- 102.67
1860965 NITYA CAPITAL LLC 2424 RIDGE RD ROCKWALL, TX 75087	PP 2025 4608 TAX RELEASES LISTED UNDER	1639	01/16/2026	C02	12658	0	C02 G01	57.20 45.47 ----- 102.67
1736774 RABARI INC MINT INDIAN CUISINE 203 BOONE HEIGHTS DR BOONE, NC 28607	PP 2025 893 REFUND RELEASE MACHINERY DOUBLE LISTED.	211	01/07/2026	C02	12649	161,500	C02 G01	646.00 513.57 ----- 1,159.57
1629640 RED FOX RIDGE LLC 774 RED FOX TRL BOONE, NC 28607	RE 2025 2901-96-2487-000 TAX RELEASES PARCEL IS DEACTIVATED. WAS SPLIT FOR 2024.	43963	01/05/2026	F02	12647	0	F02 G01	278.76 1,477.43 ----- 1,756.19
1861187 SANDERS, BRENDA F, LIFE ESTATE 2089 SILVERSTONE RD ZIONVILLE, NC 28698	RE 2025 1993-08-1987-000 REFUND RELEASE BILL DID NOT CALCU CORRECT-EXEMPTION REMOVE 1 SWF	29155	01/02/2026	F06	12644	54,800	F06 G01 SWF	38.65 245.81 115.00 ----- 399.46
1239607 SHOOK, RONALD L SHOOK, TERESA E 170 D AND R SHOOK DR VILAS, NC 28692-8970	RE 2025 1990-46-7400-001 REFUND RELEASE CHARGED 3 SWF'S FOR 2 HOMES-SWF CHARGED ON 2 REAL AND 1PP	27546	01/21/2026	F02	12660	0	SWF	115.00
1624413 SOUTH, BETTY SHOOK C/O SOUTH, DENNIS 202 HICKORY KNOLL DEEP GAP, NC 28618	PP 2025 624413999 TAX RELEASES MH LISTED UNDER ACCT 1814801	3321	01/09/2026	F09	12654	16,140	SWF G01 F09 G01L F09L	115.00 51.33 8.07 5.13 .81 ----- 180.34
1455443 THOMAS, RONALD DEAN 5606 OLD US HIGHWAY 421 ZIONVILLE, NC 28698	RE 2025 1984-44-5365-000 TAX RELEASES UNREPORTED HELENE DAMAGE. MOBILE HOME UNLIVEABLE.	26793	01/07/2026	F06	12650	55,000	F06 G01	27.50 174.90 ----- 202.40

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

OWNER NAME AND ADDRESS		CAT YEAR PROPERTY REASON	BILL	EFF DATE	JUR	REF NO	VALUE	CHARGE	AMOUNT
1760601 TWIGG, TIMOTHY J. 185 MABEL SPRINGS LANE ZIONVILLE, NC 28698		PP 2025	546	01/05/2026			550	F06	.28
		1710			F06			G01	1.75
		TAX RELEASES				12645		F06L	.03
		TURNED TAG IN ASHE COUNTY						G01L	.18
									2.24
DETAIL SUMMARY		COUNT: 17	RELEASES - TOTAL				401,190		8,524.24

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

RELEASES - CHARGE SUMMARY FOR ALL CLERKS

YEAR	CAT	CHARGE	AMOUNT
2023	PP	SWF	SANITATION USER FEE
			102.87
		2023 TOTAL	102.87
2024	PP	SWF	SANITATION USER FEE
			102.87
		2024 TOTAL	102.87
2025	RE	F02	BOONE FIRE RE
			278.76
2025	RE	F04	BEAVER DAM FIRE RE
			56.60
2025	RE	F06	ZIONVILLE FIRE RE
			66.15
2025	RE	F07	COVE CREEK FIRE RE
			48.02
2025	RE	F12	BLOWING ROCK FIRE RE
			296.60
2025	RE	G01	WATAUGA COUNTY RE
			4,449.94
2025	RE	SWF	SANITATION USER FEE
			460.00
2025	PP	C02	BOONE PP
			1,262.12
2025	PP	F01	FOSCOE FIRE PP
			10.00
2025	PP	F01L	FOSCOE FIRE LATE LIST
			1.00
2025	PP	F02	BOONE FIRE PP
			2.65
2025	PP	F02L	BOONE FIRE LATE LIST
			.27
2025	PP	F06	ZIONVILLE FIRE PP
			.28
2025	PP	F06L	ZIONVILLE FIRE LATE LIST
			.03
2025	PP	F09	MEAT CAMP FIRE PP
			8.07
2025	PP	F09L	MEAT CAMP FIRE LATE LIST
			.81
2025	PP	G01	WATAUGA COUNTY PP
			1,134.12
2025	PP	G01L	WATAUGA COUNTY LATE LIST
			13.08
2025	PP	SWF	SANITATION USER FEE
			230.00
		2025 TOTAL	8,318.50
		SUMMARY TOTAL	8,524.24

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

RELEASES - JURISDICTION SUMMARY FOR ALL CLERKS

JUR	YEAR	CHARGE	AMOUNT
C02	2025	C02 BOONE PP	1,262.12
C02	2025	G01 WATAUGA COUNTY PP	1,003.38
		C02 TOTAL	2,265.50
F01	2023	SWF SANITATION USER FEE	102.87
F01	2024	SWF SANITATION USER FEE	102.87
F01	2025	F01 FOSCOE FIRE PP	10.00
F01	2025	F01L FOSCOE FIRE LATE LIST	1.00
F01	2025	G01 WATAUGA COUNTY PP	63.60
F01	2025	G01L WATAUGA COUNTY LATE LIST	6.36
		F01 TOTAL	286.70
F02	2025	F02 BOONE FIRE PP	281.41
F02	2025	F02L BOONE FIRE LATE LIST	.27
F02	2025	G01 WATAUGA COUNTY PP	1,491.49
F02	2025	G01L WATAUGA COUNTY LATE LIST	1.41
F02	2025	SWF SANITATION USER FEE	230.00
		F02 TOTAL	2,004.58
F04	2025	F04 BEAVER DAM FIRE RE	56.60
F04	2025	G01 WATAUGA COUNTY RE	359.98
F04	2025	SWF SANITATION USER FEE	115.00
		F04 TOTAL	531.58
F06	2025	F06 ZIONVILLE FIRE RE	66.43
F06	2025	F06L ZIONVILLE FIRE LATE LIST	.03
F06	2025	G01 WATAUGA COUNTY RE	422.46
F06	2025	G01L WATAUGA COUNTY LATE LIST	.18
F06	2025	SWF SANITATION USER FEE	115.00
		F06 TOTAL	604.10
F07	2025	F07 COVE CREEK FIRE RE	48.02
F07	2025	G01 WATAUGA COUNTY RE	305.44
		F07 TOTAL	353.46
F09	2025	F09 MEAT CAMP FIRE PP	8.07
F09	2025	F09L MEAT CAMP FIRE LATE LIST	.81
F09	2025	G01 WATAUGA COUNTY PP	51.33
F09	2025	G01L WATAUGA COUNTY LATE LIST	5.13
F09	2025	SWF SANITATION USER FEE	115.00
		F09 TOTAL	180.34
F12	2025	F12 BLOWING ROCK FIRE RE	296.60
F12	2025	G01 WATAUGA COUNTY RE	1,886.38
F12	2025	SWF SANITATION USER FEE	115.00
		F12 TOTAL	2,297.98
		SUMMARY TOTAL	8,524.24

A G E N D A I T E M 1 0 :**MISCELLANEOUS ADMINISTRATIVE MATTERS*****A. Hardin Park School Boundary Survey******Manager's Comments:***

The Watauga County School System facility study inventoried all of the systems facilities. Hardin Park School has been identified for years as needing to be replaced. Discussions have determined the most cost-effective path forward would be to build on the existing site.

In order to determine if the construction on the site is feasible; soil, boundary, and utility studies will need to be conducted. As part of that process, a contract for boundary and topography services are included in the packet.

Pursuant to N.C. Gen. Stat. § 143-64.32, the Board must exempt the project from the Qualifications-Based Selection (QBS) process, as the professional services fee is less than \$50,000.

Should the Board wish to approve this request, the required actions would be:

- Exempt the project from the Qualifications-Based Selection process pursuant to N.C. Gen. Stat. § 143-64.32; and
- Award the contract to JMT for boundary and topography survey services in an amount not to exceed \$47,150.

Staff seeks direction.



January 23, 2026

Attn: Deron Geouque

Watauga County

Deron Geouque,

JMT appreciates the opportunity to provide a scope and fee proposal for a Topographic Survey of Hardin Park Elementary School in Boone, Watauga County, NC. Details emailed January 20, 2026.



Figure 1. Clark Nexsen



SCOPE OF WORK

1. Limits of Survey are outlined in red and shaded orange in figure 1 above. Approximately 26 acres.
2. JMT will survey project on NC State Plane (GRID). North American Datum 1983 (2011) and North American Vertical Datum (NAVD 88).
3. JMT will perform a LiDAR drone survey of the project site. Services will include:
 - a. Travel to and from the project site and completion of two LiDAR drone flights with a licensed pilot and visual observer.
 - b. Registration of the LiDAR and Ortho photogrammetry missions and collection of all required aerial data.
 - c. Exporting and classifying LAS tiles generated from the LiDAR dataset.
 - d. Extracting ground features across approximately 27 acres encompassing the project site and designated orange areas. This includes all buildings. Extraction will be completed to a level sufficient for producing 1-foot contour intervals.
 - e. Performing QA/QC review of all processed data and delivering final survey outputs in DWG format to be merged with conventional survey.
4. JMT will conduct a full conventional topography survey of the area shown in red and orange in figure 1 above, to capture areas and items not located with drone survey. Topographic Survey which shall include: The location, dimensions, and material (as appropriate) of any physical improvements within the project limits including concrete, pavement, driveways, above ground utilities, drainage structures & pipes, gravity sanitary sewer, walls, fences, signs and buildings. One drainage structure out of limits will be located. Ground elevations, Break lines, ditches, creeks, and other bodies of water will be located within limits.
5. Ground elevations will be shown with 1-foot contours out to 10 feet beyond property lines.
6. JMT will locate property corners and lines intersecting Project Area. JMT will research and map all evident easements and rights of ways.
7. JMT will survey any above ground non-Gravity appurtenances i.e. Transformer pads, Telephone pedestals, overhead lines, water meters, etc.
8. JMT will map all found utilities in Survey CADD file.

Deliverables

- Combined Survey and SUE AutoCAD DWG file.
- Signed and Sealed PDF of survey.

**Not Requested**

1. Separate SUE drawing
2. Wetlands Survey
3. Recording of survey
4. Subdivision of Property
5. Construction staking
6. Tree Survey
7. Level-A SUE/Test Hole Survey
 - a. If requested JMT can perform ASCE 38-02 "Quality Level A" vacuum excavation test holes along the project corridor as directed by Client. The "soft digs" will be used to obtain information on existing underground utilities such as location, depth, size, and material type of the pipe. Normal Test Hole size is approximately 2'x2'. Level A test hole standard rates are assumed to be in soil conditions and not in asphalt, concrete, or road locations. Test holes to be billed at a per hole price assuming 3 test holes per day. Mobilization fee will be charged due to distance from Asheville traveled by VAC truck.

Survey Fee**\$47,150**

Additional Services: JMT offers many other services not included in this Scope and Fee such as Boundary Surveys, Level A-D SUE and construction staking, to name a few. We would be happy to estimate the fee for these services. If you have any questions, please contact me at Office: (828)253-2796 or email at kssluder@jmt.com

Thank you,

JOHNSON, MIRMIRAN & THOMPSON, INC.

Karsten Sluder, PLS (NC,GA,KY,VA)
Project Manager, Survey/SUE
108 Asheville Commerce Parkway
Candler, NC 28715
kssluder@jmt.com
jmt.com



TERMS & CONDITIONS

A. General Provisions

JMT agrees that this proposal shall remain open for 60 days from the date of this proposal. Acceptance of the proposal after the end of the 60 day period is valid if JMT elects, in writing, to reaffirm the proposal and waive its right to re-evaluate and resubmit the proposal.

JMT reserves the right to renegotiate the contract which this proposal, if accepted, will comprise, on or after six (6) months from the date of this proposal, provided the Client is given 30 days of notice in writing, if salaries or operational costs increase in a sufficient amount. Our present quotation is based upon current salaries and operational costs.

It is understood and agreed that once work is started on this project by JMT, only the Client or its duly authorized representative has the authority to order the work stopped on his behalf and only upon giving JMT, 10 days of notice in writing, as to when the work shall stop. The Client further agrees to be liable and pay to JMT, for all labor done, work performed, materials furnished, and expenses incurred up to and including the day work is stopped in accordance with the notice.

JMT will provide the Client with data on electronic files; however, the Client acknowledges that data stored on electronic media can deteriorate undetected or be modified without the JMT's knowledge. Therefore, electronic files are provided without warranty or obligation on the part of JMT as to accuracy of information contained on the electronic files. All information on the electronic files must be independently verified by the Client and the Client agrees to indemnify and hold JMT harmless from any and all claims, damages, losses, and expenses including but not limited to attorney's fees arising out of the use of the electronic files.

Client acknowledges and agrees that JMT may include or otherwise reference the Project in its general project portfolio, and shall be entitled to identify the Project and the services performed by JMT for the Client in its general marketing materials, and for purposes of demonstrating relevant qualifications and experience. JMT shall also have the right to access the Project site to document, photograph, video, and/or record by any media or means, the Project at each phase, during construction and upon completion, for its own use and for other legitimate business purposes, including but not limited to exhibitions, or award competitions, or publication in journals. Any publication of the Project by Client or any representative of the Client, shall include reference to JMT and proper attribution and credit for its role in the Project.

**B. Time of Payments and Litigation Expenses**

JMT will submit monthly certified invoices for services rendered during the preceding month. Payments are due and payable within 30 days from the date of invoice. If Client fails to pay the full amount due for services and expenses within 30 days after date of invoice, the amount due will include a charge at the rate of 1-1/2% per month of the outstanding balance from said 30th day. In addition, in the event any invoice has not been paid in full by its due date, JMT may, after giving three (3) days written notice to Client, suspend services under this Agreement until Client has paid in full amounts due JMT for services, expenses and interest.

In the event JMT deems it necessary to refer any unpaid invoices to its attorneys for the purposes of instituting collection or mechanic's liens proceedings, Client agrees to pay JMT's attorney's fees, court costs, and litigation expenses, including fees for expert witnesses, trial and deposition transcripts, cost of printing briefs, and travel expenses for witnesses, attorneys and employees.

In the event Client asserts a claim against JMT and/or JMT's subconsultants for any act arising out of performance of the services provided herein, whether by an original action, or by counterclaim set-off or other defense to any mechanic's lien or other claim asserted by JMT as a result of Client non-payment of fees and expenses for services rendered, and if Client fails to prevail in such action, counterclaim, set-off, or defense, Client agrees to pay all attorney's fees, costs and litigation expenses (including fees for expert witnesses, trial transcripts and deposition transcripts) incurred by JMT and/or JMT's subconsultants in opposing any such action, counterclaim, set-off or defense.

JMT may withhold the delivery, signature or sealing plans and specifications, and may repossess all plans and specifications previously delivered to or otherwise made available to Client, their agents or assigns, without incurring any liability for direct and/or consequential damages to Client or anyone claiming through them or on their behalf whenever JMT deems it necessary to ensure payment for services rendered. Should any claim for such damages be made, Client agrees to hold JMT harmless from all litigation expenses incurred by JMT as defined herein.

C. Additional Services

In the event additional services beyond those identified in the Scope of Work are required by the Client or by circumstances beyond JMT's control, JMT will furnish such services upon written authorization of the Client. Payment for Additional Services will be charged at the following hourly rates which are inclusive of labor, overhead, payroll burden and profit.

<u>Classification</u>	<u>Hourly Rate</u>
2-Person Survey/SUE Crew	\$185
CADD Tech	\$135
PLS/Project Manger	\$210



Any changes to the previously approved submittals will be considered a change in scope of services and JMT will be entitled to additional compensation at the rates herein specified.

D. Insurance

JMT maintains Professional Liability, General Liability and Workmen's Compensation Insurance. On request, JMT will furnish Client certification of insurance.

E. Termination

In the event of termination of this Agreement by Client, Client shall pay JMT for services (including additional services) rendered, performed, or procured through such phase, including Expenses, at the rates stated in the Agreement, plus all termination expenses. Termination expenses mean additional Reimbursable Expenses directly attributable to termination.

F. Indemnification and Limitation of Liability

JMT shall hold harmless and indemnify the Client against injury, loss or damage arising out of its performance of the Services, but only to the extent caused by the negligent acts, errors or omissions of JMT. The Client agrees to limit JMT's liability hereunder to Client and to all Construction Contractors and Subcontractors on the project, due to such negligent acts, errors or omissions, such the total aggregate liability of JMT to all those named shall not exceed JMT's total fee for services rendered on this project.

G. Standard of Care

JMT will perform the services in a manner consistent with the degree of skill and care ordinarily exercised by members of the same profession currently practicing under the same conditions. JMT makes no representations or warranties, express or implied, with respect to its services.

H. Severability

If any provision of this Agreement, or application thereof, shall be held invalid, the invalidity shall not affect the other provisions of the Agreement which can be given effect without the invalid provisions or applications, and to this end the provisions of this Agreement are declared to be severable.



WE HEREBY AUTHORIZE JOHNSON, MIRMIRAN & THOMPSON, INC. TO PROCEED IN ACCORDANCE WITH THE ABOVE PROPOSAL. IF ANY PROFESSIONAL SERVICES ARE ORDERED BY A REPRESENTATIVE OF THE CLIENT, FOR ITEMS LISTED ABOVE WITH A RETURNED ACCEPTANCE, THE PRICES AND TERMS OF THIS PROPOSAL SHALL BE IN EFFECT.

ORGANIZATION: _____

DATE: _____

BY: _____

TITLE _____

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

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Ted Mackorell Soccer Complex Bathroom Agreement

Manager's Comments:

The County Attorney will provide an agreement with High Country Soccer Association, Appalachian State University and Watauga County regarding the bathroom use during the months of November through April 1 at the Ted Mackorell Soccer Complex.

Board action will be required to approve the agreement once it is presented for your consideration.

A G E N D A I T E M 1 0 :**MISCELLANEOUS ADMINISTRATIVE MATTERS*****C. Franchise Request from Appalachian Regional Healthcare System*****Manager's Comments:**

Appalachian Regional Healthcare System (ARHS) is requesting a franchise agreement to allow for the transportation of patients. Watauga County Emergency Services would retain the first right of refusal for all interfacility transports, with the following exceptions:

- Transports originating outside of Watauga County
- Transports requiring critical-care–level support, such as ventilator support, IABP support, or other services meeting the NCOEMS definition of Specialty Care

These two exceptions should have no impact on the County system and would provide relief for EMS crews by limiting potentially long-duration transports, which reduce available units for 911 calls. Granting a franchise agreement would also provide an additional backup resource for the County's system. The proposed term of the franchise is one year to evaluate its impacts on the County EMS system.

Per the County's Franchise Ordinance, a public hearing was held on January 13, 2026, to allow input on granting a one-year ambulance franchise to ARHS.

Board action is requested to approve the Appalachian Regional Healthcare System franchise agreement as presented.

STATE OF NORTH CAROLINA
COUNTY OF WATAUGA
AMBULANCE FRANCHISE AGREEMENT

THIS AMBULANCE FRANCHISE AGREEMENT (hereinafter “Agreement”) is made and entered onto this the 17th day of February 2026 by and between **WATAUGA COUNTY**, a body politic, organized and existing under and by virtue of the laws of the State of North Carolina (hereinafter “County”), and **APPALACHIAN REGIONAL HEALTHCARE SYSTEM**, a North Carolina corporation, (hereinafter “Franchisee”).

WHEREAS, effective October 4, 1999, the Watauga County Board of Commissioners, by authority contained in NC.G.S, 153A-250, adopted titled Watauga County Ambulance Franchise Ordinance (hereinafter “the Ordinance”), and

WHEREAS, Appalachian Regional Healthcare System D/B/A UNC Health Appalachian is requesting permission to start a hospital-based ambulance for the primary purpose of transporting patients to our hospitals from another hospital or to another hospital when the needed care is not available at our operated facilities, and

WHEREAS, Appalachian Regional Healthcare System (ARHS) operates Watauga Medical Center, Cannon Memorial Hospital, and Appalachian Regional Behavioral Health Hospital. ARHS is requesting to start service with one ambulance that will be outfitted to the critical care level. This will include the ability to transport patients on ventilators and with special equipment such as the Intra-Aortic Balloon pump. Future ambulances also outfitted to the critical care specialty transport level may be added based on transport volumes upon approval of the Watauga County Board of Commissioners, and

WHEREAS, Staffing will always consist of at least one EMT and the second crew member will be a Paramedic, Registered Nurse, or Respiratory Therapist. The ambulance will be available 24/7 for intra-facility transports as needed. Medical direction will be provided by Dr. Deborah Rogers who also serves as an assistant Medical Director for the Watauga EMS system, and

WHEREAS, The ambulance will be based and stored at Watauga Medical Center at all times when not in use. Crews will be based inside the hospital in a location to allow expeditious response times when needed, and

WHEREAS, Watauga County Emergency Services agrees to incorporate the ARHS ambulance(s) into computer aided dispatch (CAD), automated vehicle location (AVL), and radio communications as part of the overall EMS System plan. Additionally, ARHS will provide back-up 911 transport services in the event that the County’s primary and secondary transport providers are unavailable based on unit staffing and availability of paramedic intercept. As such, ARHS will maintain the ability for the ambulance crew to communicate with Communications via radio on the County’s assigned frequency or talkgroup, and,

WHEREAS, Watauga County Emergency Services retains the first right of refusal for all interfacility transports with the following exceptions:

- Transports originating outside of Watauga County
- Transports requiring critical care-level support such as ventilator support, IABP support, or other services meeting the NCOEMS definition of Specialty Care, and

NOW, THEREFORE, in consideration of the premises and the mutual benefits and obligations set forth below, the County and the Franchisee agree as follows:

1. The County does hereby grant unto Franchisee a non-exclusive franchise for the operation of an ambulance service for the provision of emergency and non-emergency medical transport services, in accordance with the Ordinance and this Agreement for a period of one (1) year.
2. This franchise may not be sold, assigned or transferred nor may it in any way vest in any person, firm or corporation, other than the Franchisee and any such sale, transfer or assignment shall cause this franchise to terminate immediately, at the opinion of Watauga County.
3. Any change in legal or equitable ownership of Franchisee its corporate shares, or any of its equipment shall immediately terminate the Franchise, at the option of Watauga County.
4. The initial term of the Franchise shall be from 12:00 AM. on January 17th, 2026 and through and including the 31st day of January, 2027. Either party, for any reason, may with or without cause terminate this agreement and the Franchise upon 30 days written notice to the other party to provide an opportunity for remediation, unless sooner terminated for reasons set forth in the Ordinance or by agreement of the parties hereto.
5. At the end of the aforesaid term, unless the parties agree otherwise in writing or either party has given notice of termination as aforesaid, the Franchise and all of the terms of this Agreement (subject to any amendments as may be entered into) shall be automatically renewed for continuing one-year terms.
6. The Franchise shall provide all personnel, vehicles, supplies and equipment to provide emergency and non-emergency interfacility medical transport service as necessary in all parts of Watauga County on a 24 hour per day, 7 day per week basis.
7. Upon execution of this agreement, all ambulances purchased henceforth shall be fully equipped, licensed, units that are available for service at all times subject to routine maintenance down time. Franchisee is currently authorized one ambulance at time of execution. Franchisee shall maintain the set amount of ambulances as specified by the County's budget ordinance for the most current fiscal year for future fiscal years. No ambulance placed into initial service shall have more than 50,000 miles on the chassis.

8. The Franchisee shall maintain one base at Watauga Medical Center. The Franchisee must bear all utilities, maintenance, medical supplies, equipment and other necessary expenses associated with said facilities.
9. Each ambulance used by Franchisee must be in compliance with all applicable federal, State, and local laws relating to personnel, health, safety, equipment, vehicle design, and sanitation. Franchisee shall keep the County provided with a copy of the current State certification for each ambulance owned or operated by Franchisee.
10. The Franchisee shall be responsible for all future capital purchase and all operational, including (but not limited to) salaries, employee benefits and expenses, insurance, mobile operational costs, and all other fees, expenses, and charges necessary to remain in compliance with the County's ordinance and the franchise granted to the Franchisee.
11. Each ambulance of Franchisee shall be equipped with a multi-channel radio capable of talking to dispatch centers and other agencies. Frequencies shall be assigned by the County Communications Center. Franchisee shall relay all ambulance movements to the County Communications Center via two-way radio. The County agrees to provide dispatch services to include coordination and tracking of the ambulance (s), documentation of information in the County's CAD system, and sharing of the data with the Franchisee for business purposes.
12. Watauga County Emergency Services retains the first right of refusal for all interfacility transports with the following exceptions:
 - Transports originating outside of Watauga County
 - Transports meeting the NCOEMS definition of Specialty Care
 Proof of this coordination shall be documented in the report generated by Watauga County Communications at time of transport in an agreed upon manner by both parties.
13. The Franchisee shall at all times meet the following performance standards:
 - a. Call data may not be deleted or redacted, however explanations may be given for extended response times such as weather, road closures, etc.
 - b. Due to safety and liability concerns, an employee of the Franchisee shall not work greater than 36 hours consecutively without a minimum of 12 hours between shifts. Working additional EMS shifts for another agency during this rest period would be a violation of this provision (Exception: The County is under a State of Emergency)
 - c. The Franchisee shall engage in and follow all provisions put forth by the County's Medical Director for quality assurance, peer review, and training standards.

14. The Franchisee understands they are an agency operating under the County EMS System Plan including all policies, procedures, and protocols established therein except as approved by the Medical Director.
15. The Franchisee shall not allow any medical staff to practice in Watauga County until he or she has passed an oral examination given by a panel approved by the County's Medical Director along with any other reasonable standards as set forth by the Medical Director.
16. The Franchisee shall make its resources available to Watauga County Emergency Services during its emergency activities, and during any declared State of Emergency shall work in conjunction with the Emergency Operations Center.
17. The Franchisee shall operate on a fee for services based on the approved fee schedule in the County's annual budget ordinance. The Franchisee shall provide their fee schedule for review no later than the 15th of May each year for consideration in the budget approval process. No other fees, expenses, or charges may be made without prior approval of the County's Board of Commissioners. For the initial agreement, the Franchisee agrees to compensate Watauga County \$500 per month, due no later than the 15th of each month for the following month, for dispatch services. Payments for dispatch services beyond the initial agreement shall be as approved in the annual budget of the County as agreed upon by both parties.
18. The Franchisee shall be responsible for billing and collection of its fees, charges and expenses. The Franchisee must submit for payment from third party payers and accept assignment of Medicare and Medicaid. Franchisee shall maintain accurate records of all charges and reimbursements from Medicare and other sources of all charges pursuant to the forgoing authorized increases, and shall compile and maintain such information in a form useful to the County, which information shall be shared from time to time with the County, as the County may desire.
19. Franchisee shall maintain all records required by the Ambulance Franchise Ordinance and shall submit to the County by the 15th of the month following each quarter. The Franchisee shall submit an annual report containing all of the information required by the Ambulance Franchise Ordinance by the 15th day of the month following the last quarter of each year. The Franchisee shall maintain the aforesaid records in an organized fashion, and allow the county full access to said information as the County deems appropriate. Within ninety (90) days of the end of the Franchisee's fiscal year, the Franchisee shall furnish the County a full and complete certified audit of Franchisee's operations conducted by a CPA in accordance with generally accepted auditing standards of Franchisee's operations, which shall include a fully audited financial statement of the Franchisee. The Franchisee's fiscal year shall be from 1 July to 30 June of each year.
20. Each year, Franchisee shall provide the County a detailed explanation of its billing policies, sufficient to allow County to fully understand the billing methods and practices of the Franchisee.

21. Franchisee shall fully allow the County to inspect all records, premises and equipment of the Franchisee at any time in order to confirm and insure compliance with the ordinance and the franchise granted herein.
22. In providing ambulance service as described herein the Franchisee shall comply with all laws of the United States, the State of North Carolina and the County of Watauga, including rules and regulations promulgated by the Medical Care Commission, the North Carolina Medical Board, the North Carolina Office of EMS, and resolutions and ordinances of the Watauga County Board of Commissioners. Further, the Franchisee shall abide by all applicable US and North Carolina labor laws, including, but not limited to, Occupational Safety and Health regulations, Fair Labor Standards Act and the Americans with Disabilities Act and regulations pursuant thereto. The County shall have the right to inspect all records pertaining to these labor laws and ensure compliance by the Franchisee. The Franchisee shall maintain records on all employee training conducted pursuant to Occupational Safety and Health regulations and shall make these available to the County upon request.
23. Franchisee shall at all times during the existence of the Franchise, keep in full force and effect the insurance coverage as required by the Ambulance Franchise Ordinance and all insurance required by law, including liability insurance on its vehicles and workers' compensation coverage for its personnel. Franchisee shall provide proof of coverage to the county and to assure that each insurance policy contains provisions that assure that the County receives at least 90 days prior notice from each carrier of any lapses, cancellations, denials, changes or limitations in coverage. The County shall be shown as an additional insured on all of Franchisee's liability insurance.
24. The Franchisee shall indemnify and hold harmless the County and its officers and employees from and against all suits, actions, liability, claims, demands, judgments, recoveries or expenses, including court costs and attorney's fees, against or incurred by the County on account of or in any way connected with or arising from any claim of injury, loss or damage which arises out of or is in any manner connected with Franchisee's operations; including, but not limited to any claim or injury, loss or damage, suit, action, liability, claim, demand, judgment, recovery, or expense caused or alleged to be caused in whole or in part by any negligent act, omission, error, professional error, mistake, accident or other fault of the Franchisee, any subcontractor of the Franchisee, or an officer, employee or agent of the Franchisee.
25. Franchisee is to provide ambulance service as an independent contractor and neither Franchisee nor any of its personnel shall be an employee, agent or representative of the County in any way.
26. The Franchisee and its agents, contractors and subcontractors shall not discriminate on the basis of race, color, creed, national origin, ancestry, age, sex, religion or disability in any policy or practice and Franchisee shall assure that any agreements or practices it enters into or engages in expressly provide for such nondiscrimination.

27. Should any portion of this Agreement be ruled or determined invalid, such invalidity shall not affect the enforceability of the remaining portions hereof. This Agreement shall not be amended or modified except in writing. signed by all parties hereto, with the County's consent to such modification to be only by prior resolution of its Board of Commissioners.

IN TESTIMONY WHEREOF, the said parties hereto have hereunto caused this instrument to be signed in their names by their duly authorized officers.

WATAUGA COUNTY

APPALACHIAN REGIONAL
HEALTHCARE SYSTEM

By: _____

By: _____

Chairman - Watauga County
Board of Commissioners

President

Attest: _____

Attest: _____

Clerk to the Board

Corporate Secretary

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

MISCELLANEOUS ADMINISTRATIVE MATTERS

D. Boards and Commissions

Manager's Comments:

Voluntary Farmland Preservation Program Advisory Board

The Voluntary Farmland Preservation Program Advisory Board recommends the re-appointment of Mr. Andrew Ellis, Ms. Kristy Hackler, and Ms. Jennifer Miller. Each are willing to continue to serve if so reappointed.

This item is presented for first reading; however, the Board may waive the first reading requirement and proceed with appointments at this time if it so chooses.

Tourism Development Authority (TDA)

The following Watauga County TDA Board members terms expired at the end of February:

- Tina Houston of Reid's Café & Catering and The Beacon Event facility
- Matt Vincent of VPC Builders (Current TDA Board Chair)
- Lisa Cooper of Mast General Store

All three are willing and eligible to be re-appointed to 3-year terms and the TDA Board supports the re-nomination of each of them.

Appointment of TDA Chair

The TDA Board Chair is appointed by the Board of Commissioners. Mr. Matt Vincent is eligible to continue in that role or you may appoint a new chair.

Staff seeks Board direction.

Watauga County

BOARDS AND COMMISSIONS

VOLUNTEER APPLICATION FORM

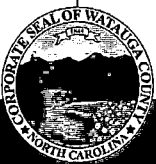
PROFILE

Title:	First Name: *	Middle Name:
Ms.	Lisa	Ann
Last Name: *	Suffix:	Date of Birth: *
Cooper		4/17/1969
Age Range: *	Gender: *	Ethnicity: *
55-64	Female	Prefer not to say
		Race: *
		White
Home Address: *		
150 Edgewood Drive		
City: *	State: *	Zip Code: *
Boone	NC	28607
Primary Phone Number: *	Email Address: *	
828.773.3397	lisa@mastgeneralstore.com	
Are you a resident of Watauga County? *	Township of Residence: *	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Boone	
Additional Area of Residence:		
Select if you live in one of the following areas.		
Extraterritorial Area		

EMPLOYMENT INFORMATION

Please provide your current employment status, employer/organization (if applicable), and job title or former occupation. You may attach a résumé to supplement this information if you wish.

Employment Status: *	
Employed	
Employer/Organization (if applicable):	Job Title/Formal Occupation: *
Mast General Store	President



BOARDS AND COMMISSIONS INTEREST AND QUALIFICATIONS

Board or Commission of Interest*

Please choose the board or commission for which this application is being submitted.

— Select —

Relevant Background*

Briefly describe how your background, education, and/or experience relates to the board or commission you are interested in serving on.

WCDUTDA

I was fortunate enough to be on the board when this TDA was established. I know the history and how the TDA works. It has been incredible for this community

Motivation for Service*

Please explain why you would like to serve and what goals or perspectives you hope to contribute as a member.

I am motivated by all of the past accomplishments and the difference it has made for our community members and guests. I hope to continue to support positive change in our community thru the TDA's work.

Conflict of Interest*

Do you have any personal, financial, or business interests that could present a real or perceived conflict of interest if appointed?

☐ Yes ☒ No

If yes, please describe below.

Current Service*

Are you currently serving on any Watauga County boards or commissions?

☒ Yes ☐ No

If yes, please list them below.

WCDUTDA and Hospital Board

ACKNOWLEDGEMENT

By signing this form, I acknowledge and confirm the following (please check each box, then sign and date below).

- ☒ This application is a public record under N.C.G.S. Chapter 132.
- ☒ The information provided in this application is true and complete to the best of my knowledge.
- ☒ I agree to attend meetings, participate in activities, and follow all applicable laws and policies.
- ☒ I agree to disclose any actual or potential conflicts of interest that may arise during my service.

Signature: Lisa A Cooper

Date: 02-06-2026

Watauga County

BOARDS AND COMMISSIONS

VOLUNTEER APPLICATION FORM

PROFILE

Title:	First Name: *	Middle Name:
Mrs.	Tina	Lynn
Last Name: *	Suffix:	Date of Birth: *
Houston		09/30/1971
Age Range: *	Gender: *	Ethnicity: *
45-54	Female	Not Hispanic or Latino
		Race: *
		White
Home Address: *		
920 Odes Wilson Road		
City: *	State: *	Zip Code: *
Zionville	NC	28698
Primary Phone Number: *	Email Address: *	
828-457-5338	tinahouston71@gmail.com	
Are you a resident of Watauga County? *	Township of Residence: *	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cove Creek	
Additional Area of Residence:		
Select if you live in one of the following areas.		
None		

EMPLOYMENT INFORMATION

Please provide your current employment status, employer/organization (if applicable), and job title or former occupation. You may attach a résumé to supplement this information if you wish.

Employment Status: *	
Employed	
Employer/Organization (if applicable):	Job Title/Formal Occupation: *
Reid's Cafe and Catering Company, Betty's Biscuits, Pearl	Chef/Restaurant Owner



BOARDS AND COMMISSIONS INTEREST AND QUALIFICATIONS

Board or Commission of Interest*

Please choose the board or commission for which this application is being submitted.

Tourism Development Authority

Relevant Background*

Briefly describe how your background, education, and/or experience relates to the board or commission you are interested in serving on.

I moved to Western NC in 1993 after attending Old Dominion University with a double major in Geology + Outdoor Experiential Education. I opened my company in 1999 which is comprised of Reid's Cafe + Catering, The Beacon Restaurant, Betty's Biscuits and now Pearl's Kitchen + Tiny Market. My experience and education have led me to be deeply concerned with our community and how important tourism can impact us in a positive or

Motivation for Service*

Please explain why you would like to serve and what goals or perspectives you hope to contribute as a member.

I have been on the TDA Board since 2018 and my time has been spent evaluating budgets, protecting and creating assets in our area, focusing on tourism that is sustainable and healthy for our community and serving our area in various ways. I believe my historical knowledge of the Wat. Co. TDA is focused, insightful and supports the mission and goals of our productive Board. We work with many community and regional partnerships and I

Conflict of Interest*

Do you have any personal, financial, or business interests that could present a real or perceived conflict of interest if appointed?

☐ Yes ☒ No

If yes, please describe below.

Current Service*

Are you currently serving on any Watauga County boards or commissions?

☒ Yes ☐ No

If yes, please list them below.

High Country Community Health [2020 - Present] Board Vice Chair

ACKNOWLEDGEMENT

By signing this form, I acknowledge and confirm the following (please check each box, then sign and date below).

- ☒ This application is a public record under N.C.G.S. Chapter 132.
- ☒ The information provided in this application is true and complete to the best of my knowledge.
- ☒ I agree to attend meetings, participate in activities, and follow all applicable laws and policies.
- ☒ I agree to disclose any actual or potential conflicts of interest that may arise during my service.

Signature: Tina Houston

Date: 02/03/2026

Volunteer Application
Watauga County Boards And Commissions

021726 BCC MEETING

If you are a Watauga County resident, at least 18 years old, and willing to volunteer your time and expertise to your community, please complete the application below and click on Print Form.
Please sign and mail or fax to:

Watauga County Commissioners' Office
814 West King Street, Suite 205
Boone, NC 28607
Phone: (828) 265-8000
Fax: (828) 264-3230

Name: Matt Vincent

Home Address: 886 Hunting Hills Lane

City: Boone Zip: 28607

Telephone: (H) _____ (W) 8282950707 (Fax) _____

Email: mvincent@vpbuilders.com

Place of Employment: VPC Builders

Job Title: Manager

In Order To Assure County wide Representation Please Indicate Your Township Of Residence:

- | | | |
|-------------------------------------|------------------------------------|--|
| <input type="radio"/> Bald Mountain | <input type="radio"/> Stony Fork | <input type="radio"/> Watauga |
| <input type="radio"/> New River | <input type="radio"/> Brushy Fork | <input type="radio"/> Cove Creek |
| <input type="radio"/> Beaver Dam | <input type="radio"/> Meat Camp | <input type="radio"/> Shawneehaw |
| <input type="radio"/> Blue Ridge | <input type="radio"/> Blowing Rock | <input type="radio"/> Laurel Creek |
| <input type="radio"/> Elk | <input type="radio"/> North Fork | <input checked="" type="radio"/> Boone |



In addition, Please Indicate If You Live In One Of The Following Areas:

- | | |
|--|--|
| <input type="radio"/> Foscoe-Grandfather Community | <input type="radio"/> Valle Crucis Historic District |
| <input type="radio"/> Howards Creek Watershed | <input type="radio"/> Winklers Creek Watershed |
| <input type="radio"/> South Fork New River Watershed | <input type="radio"/> Extraterritorial Area |

We Ask Your Help In Assuring Diversity Of Membership By Age, Gender, And Race, By Answering The Following Questions

- | Gender | Ethnic Background | |
|---------------------------------------|--|--------------------------------|
| <input checked="" type="radio"/> Male | <input type="radio"/> African American | <input type="radio"/> Hispanic |
| <input type="radio"/> Female | <input checked="" type="radio"/> Caucasian | <input type="radio"/> Other |
| | <input type="radio"/> Native American | |

Please List (In Order Of Preference) The Boards/Commissions On Which You Would Be Willing To Serve.

1. Watauga County Tourism Development Authority 
2. Watauga County Planning Board 
3. _____

Volunteer Application
Watauga County Boards And Commissions
(Continued)

021726 BCC MEETING

Please list any work, volunteer, and/or other experience you would like to have considered in the review of your application.

Work
Experience:

I am a licensed realtor and General Contractor. I have also lived in Boone my entire life.

Volunteer
Experience:

- TDA
- Western Youth Network
- Purple Heart Homes
- Samaritan's Purse

Other
Experience:

Other
Comments:

I would appreciate the consideration of being reappointed to the TDA.

Signature: Matt Vincent

Date: 2.3.26

Print Form

Reset Form

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

MISCELLANEOUS ADMINISTRATIVE MATTERS

E. Announcements

Manager's Comments:

The Annual Pre-Budget Retreat is scheduled for Thursday, February 26, 2026, beginning at 12:00 P.M. and Friday, February 27, 2026, beginning at 9:00 A.M.

Budget Work Sessions are scheduled for Thursday, May 7, 2026, beginning at 12:00 noon and Friday, May 8, 2026, beginning at 9:00 A.M.

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

COMMISSIONERS' COMMENTS

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

BREAK

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

CLOSED SESSION

- Acquisition of Real Property per G.S. § 143-318.11(a)(5)
- Personnel Matters per G.S. § 143-318.11(a)(6)
- Attorney-Client Matters per G. S. § 143-318.11(a)(3)
 - *Including Case No. 5:25-cv-157, Watauga County Voting Rights Task Force v. Watauga County Board of Elections*