

BURNSVILLE TOWN COUNCIL
AGENDA
Regular Meeting - Thursday, June 5, 2025, 6pm
Burnsville Town Hall

1. Adoption of Agenda
2. Public Comment
3. Consideration of Minutes
 - a. Regular meeting held on May 1, 2025
 - b. Special meeting held on May 22, 2025
4. Public Hearings
 - a. FY 25-26 Budget
 - i. Budget Presentation
 - ii. Consideration of the FY 25-26 Budget including Fee & Rate Schedule
 - b. CDBG-I closeout, W. Main Sewer Interceptor project
5. Presentations
6. Manager's Update - Heather Hockaday
 - a. Project updates
 - i. FEMA
 1. Consideration of HGA Consultants agreement
 2. Consideration of GMC Engineering Services agreement, Redundant Raw Water Intake project
 - ii. ARPA
 1. Consideration of Glendale Waterlines "B" contracts
 - iii. 118 N. Main renovation
 - b. Consideration of Micro-Purchase Threshold resolution
 - c. Consideration of bonding resolution
 - d. Consideration of Unifirst agreement
 - e. Tax Report
7. Department Updates
 - a. Public Works - Shane Dale
 - i. Consideration of paving agreement
 - ii. Consideration of S. Main sewer line repair agreement
 - b. Finance - Leslie Crowder
 - i. Budget vs. Actual, previously provided to Council
 - ii. Budget Amendment - Year end cleanup
 - c. Fire Department - Niles Howell
 - d. Police Department - Brian Buchanan
 - e. Zoning/Code Enforcement/Flood Plain Administration - Brian Buchanan
 - f. Burnsville Town Center - Corbin Cooper
 - i. Discussion of new marquee sign
8. Council Members' Reports
9. Updates from Advisory Boards and Non-Profits
 - a. Yancey/Burnsville Chamber of Commerce
 - b. High Country Council of Governments
10. Closed Session
11. Next Town Council Meeting - Regular meeting on July 10, 2025, 6pm
12. Adjourn

BURNSVILLE TOWN COUNCIL
Regular Meeting - Thursday, May 1, 2025, 6pm
Burnsville Town Hall

On Thursday, May 1, 2025, at 6pm, the Burnsville Town Council with Mayor Russell Fox and Councilors Judy Buchanan, Randy Ollis, and Bill Wheeler present, held a regular meeting at the Burnsville Town Hall. Also in attendance were Town staff members Heather Hockaday, Shane Dale, Brian Buchanan, Leslie Crowder, Niles Howell, and Chad Fox, and visitors. Councilor Denise Collier was unable to attend. Mayor Fox called the meeting to order at 6pm and stated that the purpose of the meeting was to conduct regular business for the month of May 2025.

Adoption of the agenda - Mayor Fox requested to amend the agenda and move the Mayor's report, up to follow the consideration of minutes. Judy Buchanan moved to adopt the agenda with the Mayor's requested change. Bill Wheeler seconded the motion, which carried. All were in agreement.

Public Comment - There was none.

Consideration of Minutes - Minutes from a regular meeting held on April 3, 2025 and a special meeting held on April 14, 2025 were considered. Randy Ollis made a motion to approve both sets of minutes as read. Judy Buchanan seconded the motion, which carried unanimously.

Mayor's report

Advent Health's Certificate of Need - Graham Fields, assistant to the President of AdventHealth, met with Mayor Fox and Manager Hockaday to ask for support for an additional 129 acute beds in Weaverville. Mayor Fox said that the facility will look great and be beneficial to Yancey County residents. He wanted to share the letter of support with the Council before signing. Judy Buchanan moved to support Mayor Fox signing and sending the letter of support to AdventHealth. Bill Wheeler seconded the motion, which carried. All were in agreement.

Mayor Fox was excused as he needed to depart for a family event. Mayor Pro Tem Judy Buchanan presided over the rest of the meeting.

Public Hearings - There were none.

Presentations - There were none.

Proclamations

- International Firefighters Day - Randy Ollis read a proclamation observing May 4th, 2025, as International Firefighters Day in recognition of all firefighters, past and present, for their invaluable service to our community and citizens.
- Police Appreciation Week - Bill Wheeler read a proclamation designating May 11-17, 2025 as National Police Week, and encouraged citizens to join the Council in commemorating police officers, past and present, who have rendered a dedicated service to their communities.
- Public Works Appreciation Week - Town Manager Heather Hockaday read a proclamation designating the week of May 18-24, 2025 as National Public Works Week. The proclamation encouraged citizens to reflect on the importance of the contributions our public works employees make, protecting our community's health, safety, and quality of life.

Manager's Update - Town Manager Heather Hockaday

1. Project updates
 - a. FEMA
 - i. Temporary raw water intake pump system - Mrs. Hockaday reported that the Town received 50% of the FEMA funds for the temporary raw water intake pump system and a few small projects have also been obligated.
 - ii. Consultants - HGA consultants were on site to help navigate FEMA projects. Mrs. Hockaday said that they will be beneficial as they help find funding opportunities, make thorough FEMA submissions, prevent audit findings, and help keep projects moving forward.
 - b. ARPA, East Main sewer interceptor - The last ARPA project to bid, earlier in the day, received one bid and was over the grant budget. The engineers and contractors are going to review the project to see where adjustments can be made to bring down costs. Mrs. Hockaday noted the importance of the project as the line has significant infiltration.
 - c. 118 N. Main Public Works/Police building renovation - Demolition has begun. There was an expected change order received which addresses asbestos abatement.
2. Procurement Policy update - Mrs Hockaday explained contradictions in the current procurement policy such as references to an Administrator, now Manager, and updating the approved signatories. Bill Wheeler moved to approved *Resolution No. 2025.05.01.01, Amendment To The Procurement Policy Of The Town Of Burnsville*. Randy Ollis seconded the motion, which carried. All were in agreement.
3. Tax Report - Mrs. Hockaday presented an updated tax report to the Council.

Clerk's Update - Town Clerk Chad Fox

1. Town Square events - Clerk Fox presented a road closure request for Sept 20th from 1pm-8pm by Freedom Life Ministries. Judy Buchanan moved to deny the request. Bill Wheeler seconded the motion, which carried. All were in agreement.
2. Set date for July regular meeting - The Council agreed to move the July 3rd regular meeting to July 10th at 6pm.

Department Updates

1. Public Works - Public Works Director Shane Dale said that there are many projects in progress. He recently met with engineers and contractors on the Bolens Creek waterline project which should begin in mid-May. He reported that construction at the Water Plant is nearly complete and mentioned that a few employees have taken courses for various Public Works certifications.
2. Finance - Finance Officer Leslie Crowder previously provided a budget vs actual and overtime report.
 - a. Budget Amendment - Mrs. Crowder presented the amendment for the Lead Service Line project to acknowledge the debt payment. Judy Buchanan moved to approve *Budget Amendment #7, FY:24/25*. Randy Ollis seconded the motion, which carried. All were in agreement.
 - b. Budget work session - The Council set May 22nd at 4pm for a budget work session.

3. Fire Department - Fire Chief Niles Howell presented a call summary, with most of the calls being motor vehicle accidents and fire alarms. He updated the Council on a disaster grant application, that if awarded would be used for a well, side by side, equipment to fight forest fires, and a storage building. He also mentioned the completion of air pack and truck pump testing for the year.
4. Police Department - Police Chief Brian Buchanan presented an activity log.
5. Zoning/Code Enforcement - Zoning Administrator Brian Buchanan said that he is seeing some mechanical and remodel permits come through.
6. Burnsville Town Center - Town Center Manager Corbin Cooper was unavailable.

Council Members' Reports

- Randy Ollis reported on recent legislation that could come up involving EMS and requested that if the bills are advanced, the Council draft a letter in opposition.

Updates from Advisory Boards and Non-Profits

- Yancey/Burnsville Chamber of Commerce - Chamber Director Elaine Mann reported that the visitor center numbers were down only 13% for 2024, despite the closures from the storm. She mentioned several reopenings and ribbon cuttings. She reviewed upcoming events including the 69th Mt. Mitchell Crafts Fair and the Empower Her Connect Networking event. She also introduced Sam, a new marketing lead and member services director for the Chamber.
- High Country Council of Governments - Bill Wheeler reported on a recent meeting with High Country, mentioning an upcoming recovery workshop and ways that the department of agriculture could help.

Closed session - There was none.

Next Town Council Meeting - Budget work session on May 22, 2025 at 4pm and a regular meeting on June 5, 2025 at 6pm.

Adjourn - With there being no further business, Randy Ollis moved to adjourn the meeting at 6:43pm. Judy Buchanan seconded the motion, meeting adjourned.

J. Chad Fox, Town Clerk

T. Russell Fox, Mayor

BURNSVILLE TOWN COUNCIL
Special Meeting - Thursday, May 22, 2025, 4pm
Burnsville Town Hall

On Thursday, May 22, 2025 at 4pm, the Burnsville Town Council with Mayor Russell Fox and Councilors Judy Buchanan, Denise Collier, Randy Ollis, and Bill Wheeler present, held a special meeting at the Burnsville Town Hall. Also in attendance were town staff members Heather Hockaday, Leslie Crowder, and Chad Fox. Mayor Fox called the meeting to order at 4:03pm.

Adoption of the agenda - Judy Buchanan moved to adopt the agenda as presented. Denise Collier seconded the motion, which carried. All were in agreement.

Consideration of 118 N. Main Renovation Change Orders - Mayor Fox explained the changes, involving the unforeseen demolition of the vault, saying that they are legitimate and needed in order to move forward.

There was a discussion to allow approval of change orders in the field, up to a certain amount. Up to \$20,000.00 was agreed upon as a threshold to allow the Town Manager to decide on change orders to not hold up progress. The Manager would consult with architects, inspectors, the Mayor, Finance Officer, and any other relevant personnel before making any decision.

Judy Buchanan moved move to approve *Change Orders #002 and #003* with Harper General Contractors and authorize Town Manager Heather Hockaday to make field decisions on change orders up to \$20,000.00 on the N. Main Renovation project. Denise Collier seconded the motion, which carried. All were in agreement.

Consideration of agreement for inspection and testing services with BLE on the 118 N. Main Renovation - This item was tabled until the June 5th regular meeting due to last minute changes.

Discuss S. Main sewer repair project - Mrs. Hockaday and Mayor Fox explained issues created by the layout of sewer lines under S. Main Street. The Town has received quotes from Clifton Hamlin and has money in the current budget to do the work. Mrs. Hockaday said that an agreement should be ready for the June 5th meeting.

Consideration of HGA contract - This item was tabled until the June 5th meeting to give Mrs. Hockaday more time to review the agreement.

Review and Consideration of agreement for engineering services with McGill Associates on the Raw Water Intake FEMA project - Mrs. Hockaday explained that FEMA obligated some of the funds for the much needed project and the Engineers are ready to move forward. Bill Wheeler made a motion to authorize Mayor Fox to sign the *Engineering Services Master Agreement For The Primary Raw Water Intake Project, Funded In Part By FEMA* with McGill Associates and authorize Town Manager Hockaday to send a Notice to Proceed causing the preparation of a task order with a "not to exceed" amount for actual work to be conducted. Judy Buchanan seconded the motion, which carried. All were in agreement.

WithersRavenel contract amendment - The amendment addressed an additional few weeks of storm related construction observation. Randy Ollis moved to approve *Contract Amendment #1* with WithersRavenel for engineering services on the W. Main Sewer Interceptor project. Bill Wheeler seconded the motion, which carried. All were in agreement.

Consideration of Owner Authorization on the Mitchell Branch Daylighting project - Mrs. Hockaday said that the project is ready to move forward with additional funds to repair damage from Helene. The Authorization will allow Baker Grading and Landscaping, Inc. to begin the work. Judy Buchanan moved to approve the *Owner Authorization Form* for the Mitchell Branch Daylighting project. Bill Wheeler seconded the motion, which carried. All were in agreement.

Budget Work Session - The work session began with a discussion of the Cost Of Living Adjustment, an increase to the dental rates, the need for additional flood insurance, and price increases for supplies and materials.

The majority of the worksession focused on water and sewer rates and how to preserve the security and quality of the system. Council and staff discussed the need for sustainable funding for the system especially after Hurricane Helene which has created long-term complications. Mrs. Hockaday reminded the Council how rates affect the accessibility of grant funding and the recommended increase of 7% by financial analysts and engineers with McGill Associates. An appropriate rate increase was discussed at length. Judy Buchanan moved to increase rates for the water and sewer systems by 7%. Randy Ollis seconded the motion, which carried. All were in agreement.

Adjourn - With there being no further business, Denise Collier moved to adjourn the meeting at 4:50pm. Judy Buchanan seconded the motion, meeting adjourned.

J. Chad Fox, Town Clerk

T. Russell Fox, Mayor

Town of Burnsville

CDBG-I projects #16-I-3154, #19-I-3649, and #20-I-3604

Closeout Public Hearing June 5, 2025

The purpose of this public hearing is to give the opportunity for citizen input concerning the closeout of the **Burnsville CDBG-I projects #16-I-3154, #19-I-3649, and #20-I-3604**. The CDBG-I program provided funds to replace the main sewer interceptor on the west side of Town to the WWTP.

The Town of Burnsville received a total of 2,500,000 in Community Development Block Grant-Infrastructure (CDBG-I) funds from the North Carolina Department of Environmental Quality (NC DEQ) to aid in the replacement of the main sewer interceptor on the west side of Town. The project consisted of the installation of 1,659 lf of 8-inch line and 6,795 lf of 10-inch line through a process called the Cured in Place Pipe (CIPP) method; 154 lf of 8-inch line through a pipe bursting method; 433 lf of line by dig and replace. In addition, 44 manholes were restored, 2 new manholes were installed, and 3 additional manholes were restored/repared after suffering damage from Hurricane Helene.

The CDGB-I funding can only assist areas where at least 51% of the homes are considered low- and moderate-income (LMI), or less than 80% of the Yancey County Median income (\$37,450 for a 2-person household in 2021).

The entire Town of Burnsville benefited from the project. The Town is considered LMI per the most current US Census data. Approximately 1,500 people were assisted with CDBG-I funds with an estimated 835 (or 55.67%) residing in low-and moderate-income households.

The CDBG-I funds were spread among three grants from the Department of Environmental Quality:

- #16-I-3154 - \$125,400 – for Planning and Administration
- #20-I-3604 - \$1,874,600 – for Administration, Engineering, and Construction
- #19-I-3649 - \$500,000 – for Construction only

The original project award of \$2,000,000 was split between two CDBG-I funding sources by DEQ. The construction bids came in over budget and in 2024 the Town asked for an additional \$500,000 to complete the project.

The project is complete and came in under budget. The following was expended for each funding source.

#16-I-3154	\$ 30,500.00	Planning (Engineering Report & Env. Review)
	\$ 94,900.00	Administration
#20-I-3604	\$ 9,549.50	Administration
	\$ 262,098.75	Engineering
	\$1,151,558.00	Construction
#19-I-3649	<u>\$ 500,000.00</u>	Construction
Total	\$2,048,606.25	

Of the \$2,500,000 award there is a total of \$451,393.75 remaining. These funds will be deobligated – returned to NC DEQ –to be used for future CDGB-I programs.

Final Report

Burnsville CDBG-I #20-I-3604

Main Sewer Interceptor (West) Improvements (Construction and Administration)

a. Project Summary

Burnsville CDBG-I funding #16-I-3154, #19-I-3649, and #20-I-3604 will replace approximately 13,000 lf of 10” VCP sewer line with 10” HDPE sewer line using a mixture of trenchless (CIPP & Pipe bursting) and dig and replace methods, replace 120 sanitary sewer taps, 20 point repair taps, and rehabilitate 58 manholes.

The project will assist the entire Town, which is considered LMI per the most current US Census figures. Approximately 1,500 people will be assisted with the program with an estimated 835 (or 55.67%) reside in low- and moderate-income households.

Activities funded with CDBG-I #16-I-3154, a planning and administration grant, included grant preparation, the preparation of the Environmental Review, the preparation of the Engineering Report, and a portion of the Grant Administration. This portion of the project is complete and has been closed out.

Activities funded with CDBG-I #19-I-3649, a supplemental grant to cover a funding gap, only includes construction up to \$500,000.

As of September 25, 2024, the date of the Contractor’s second pay application, a total of \$602,167 in construction funds have been requested completing the following activities:

- Rehabilitation of 330 lf (8.3%) of 8-inch sewer lines
- Rehabilitation of 5,502 lf (107.5%) of 10-inch sewer lines
- 66% of Mobilization completed.
- 50% of Traffic Control completed.
- 44.5% of Bypass pumping complete

The project is complete as of April 3, 2025 with the following work accomplished:

- 8-inch sewer CIPP lined 1,659 lf
- 10-inch sewer CIPP lined 6,795 lf
- 8-inch pipe replaced (pipe bursting) 154 lf
- New 8-inch C900 PVC Installed 443 lf
- Manholes restored 44 each
- New manholes installed 2 each
- Manholes repaired/restored damaged during Hurricane Helene 3 each

b. Changes to the Project

Funding from CDBG-I grant #19-I-3649 is in itself a change to the overall project. When bid out, the construction portion of the contract was over the original budget awarded in #20-I-3604. In October 2023, the Town of Burnsville requested additional CDBG-I funds to be able to complete the project. A public hearing was held in December 2023 and an application submitted to DEQ for an additional \$500,000.

Since this portion of the project was funded there have been five extension requests for various milestones. One in February 2024 to allow for extra time to sign contracts while waiting on the gap funding (#19-I-3649) to come through. One in August 2024 to extend the construction completion, final report, and grant closeout by 4 months due to applying for and waiting on the gap funding approval. On in December 2024, that asked for an additional 6-weeks to complete the project and close it out. This extension was necessary due to Hurricane Helene. The job site shut down for approximately 6 weeks due to extensive storm damage to Burnsville, Yancey County, and the surrounding area. One on January 29, 2025, requesting a 30 day extension on the grant contract and grant closeout deadlines. The final extension request was made in May 2025 to extend the final report and final requisition submission for 2 additional weeks to allow for invoices to be submitted.

Change Orders

The following four change orders were issued during the project:

C/O #1 – December 12, 2024

Description	Unit Changes	Cost
• Added 120 days to the project	N/A	\$ 0.00
• Additional CIPP between MH 131-132	50 lf	\$ 3,750.00
• Additional CIPP between MH134-135	340 lf	\$ 25,500.00
• Additional CIPP between MH141-142	131 lf	\$ 9,845.25
• Additional CIPP between MH145-146	55 lf	\$ 4,125.00
• Change to pipe bursting from point repair MH113-114	154 lf	\$ 23,870.00
• Reinstatement of lateral repair MH 113-114		\$ 4,900.00
• Concrete restoration at MH117		\$ 15,000.00
• Additional repair of damage to top of MH 131		\$ 4,800.00
• Rebuilding (not repair) of MH 149		\$ 12,800.00
• Replacement of MH114 cover (washed away in hurricane)		\$ 1,600.00
• Additional CIPP of laterals into manholes	42 ea	\$189,000.00
• Additional CIPP of laterals to the cleanout	27 lf * 10ea	\$ 17,550.00
• Omit dig and replace 10-inch sewer line	-306 lf	(\$107,100.00)
• Omit restore lateral taps	-84 ea	(\$411,600.00)
TOTAL CHANGE ORDER #1		(\$205,959.75)

C/O #2 - January 21, 2025

Description	Unit Changes	Cost
• Omit 8-inch CIPP (not necessary)	-1,149 lf	(\$102,168.00)
• Increase to 8" pipe between MH 92-97	470 lf	\$143,500.00
• Additional new manhole to replace fittings in lieu of manholes	1 ea	\$ 9,500.00
• Additional asphalt repair	290 lf * 5 ft	\$ 36,000.00
• Increase to 8" pipe between MH104-105	480 lf	\$ 74,400.00
• Additional lateral reinstatement	1 ea	<u>\$ 4,900.00</u>
TOTAL CHANGE ORDER #2		\$ 166,132.00

C/O #3 – February 7, 2025

Description	Unit Changes	Cost
• Additional manholes between MH123-125	2 ea	<u>\$ 19,000.00</u>
TOTAL CHANGE ORDER #3		\$ 19,000.00

C/O #4 – April 28, 2025

• Adjusting Change order to "0" out remaining Line items.		<u>(\$429,614.25)</u>
TOTAL CHANGE ORDER #4		(\$429,614.25)

Change Order #1	(\$205,959.75)
Change Order #2	\$166,132.00
Change Order #3	\$ 19,000.00
Change Order #4	<u>(\$429,614.25)</u>
Total Changes	(\$450,442.00)

Original Contract Amount	\$2,102,000.00
Change Order Total	<u>(\$ 450,442.00)</u>
Final Contract Amount	\$1,651,558.00

STATE OF NORTH CAROLINA

Municipal Street/Sidewalk Repair and
Paving Agreement

COUNTY OF YANCEY

This agreement is entered into on May, 27th, 2025 by and between the Town of Burnsville, a North Carolina Body Politic, (Town) and Heritage Grading & Paving, Inc. (Contractor) for the repairs and paving to the following Municipal Streets located in the Town of Burnsville, North Carolina:

Project Area:

Contractor and Town's Public Works staff shall conduct a preconstruction conference or walk through of the project area to make sure each understands and is aware of the entire work area where construction will take place.

The Town has received a cost estimate from Contractor for repair, patching and paving Town owned and maintained streets and concrete repair on Town sidewalks in the amount of \$66,660.00 for the repair work in the project area.

Terms:

1. Contractor shall provide labor, materials and equipment required to repair and/or overlay pavement in the project areas;

2. **Project Scope of Work:** See attached Exhibit A incorporated herein by reference as if set forth fully herein.

3. **Price:** The total contract price shall be \$66,660.00 (see attached contractor price sheet) To be paid in one lump sum at the completion of the project. Any changes in the Scope of Work shall be provided to the Town prior to undertaking any work proposed in the change order for review and approval.

4. **Time Period for Work:** The project shall begin on June 3, 2025 and shall be substantially complete by _____, 2025, with a final completion date to be no later than August 31. These dates contemplate missed work days due to bad weather. Bad weather includes, hard rain, lightning, snow, ice or extreme winds that would normally force the stoppage of work for the type of work contemplated in this project. To get credit for bad weather days the Contractor shall keep a written record of dates and times of the weather events.

5. **Control of Project Area:** Contractor shall be responsible and liable for controlling the entire project/work area, including, but not limited to, any and all signage necessary for public and worker safety, all barricades or blocking of any parking areas that may be impacted during work and any necessary traffic control on East Main Street during the project. **(if the project requires control of any area within NC DOT control Contractor will be responsible for any notification to or requirements of the NC DOT).** The Contractor agrees to indemnify and hold harmless the Town for any liability or action that may arise due to the ongoing work in the project area.

6. **Removal of debris, waste and refuse:** all debris, waste or refuse created by the work in the project area will be removed and disposed of by the Contractor in an appropriate manner as required by law, ordinance or industry standard at the Contractor's expense.

7. **Warranties:** Contractor warrants for a period of 1 year from the date of final completion that the completed work meets all industry standards and will correct any defects due to workmanship or material failures without further cost to the Town.

7. **Unforeseen Costs:** Contractor shall notify the Town immediately of any unforeseen costs and shall not proceed with further work until the Town approves any additional expenditures on the project.

8. **Insurance Requirements:** Contractor shall provide Town with Certificates of Insurance showing the Town of Burnsville as an additional insured in amounts and forms acceptable to the Town for the following insurance policies:

- a. Commercial General Liability
- b. Business Automobile Liability
- c. Worker's Compensation

9. **LGR:** All Contracts with the Town of Burnsville must have attached a signed Local Government Rider (LGR) which is hereby incorporated herein as if set forth fully herein.

IN WITNESS WHEREOF, the parties have caused this Service Contract to be executed in their corporate names by their duly authorized officers, all as of the date first above written.

TOWN OF BURNSVILLE

BY: _____

T. Russell Fox, Mayor

ATTEST:

J. Chad Fox, Town Clerk

HERITAGE GRADING & PAVING, INC.

BY: _____

Mark Ledford, Owner

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

By: _____

Leslie Crowder, Finance Officer

Heritage

Grading & Paving INC

EST 1985

222 FERGUSON HILL RD.

BURNSVILLE NC 28714

Heritagegradingpaving@gmail.com

LICENSED GENERAL CONTRACTORS

UNLIMITED HIGHWAY #56710

828-682-9808. 828-777-2341

QUOTED TO: TOWN OF BURNSVILLE

DATE: APRIL 14, 2025

ATTN : RONNIE TIPTON

PROJECT # 2025 ASPHALT PATCHING AND CONCRETE

LINE ITEM	SEC.#	WORK DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
		MOBILIZATION	1	EACH	\$ 1,200.00	\$ 1,200.00
1.-20		PATCHING ITEMS 1-20	56	SY	\$ 267.00	\$ 14,952.00
3		OVERLAY LONVIEW RD	534	SY	\$ 27.00	\$ 14,418.00
21		ASPHALT CURB ON PRESNELL ST	200	LNFT	\$25.00	\$ 5,000.00
22		326 BOWDITCH ST OVERLAY	60	SY	\$27.00	\$ 1,620.00
23		BOWDITCH ST REPAIR ON HILL	200	SY	\$49.75	\$ 9,950.00
1.-2		SIDEWALK REPAIR	5	CY	\$700.00	\$ 3,500.00
TOTAL FOR PROJECT						\$ 50,640.00
ITEMS 1-6 BILLED SEPARATELY						
		PATCHING ITEMS 1-6	60	SY	\$267.00	\$ 16,020.00
TOTAL AMOUNT FOR ENTIRE PROJECT						\$ 66,660.00

ACTUAL PAYMENT TO BE MADE OFF OF

Exhibit A

Town of Burnsville Paving 2025

1. Intersection Link and Galley St. 4' x 5'
2. 18 Longview – 3' x 16' cut, 4' x 5' Pot Hole
3. Longview – Overlay from Woodlawn to Birch St
4. Intersection Longview and South View – 2' by 4' Pot Hole
5. Intersection Dale and Ramsey – 6' by 10' Cut
6. Intersection Bennett and Ramsey – 3' by 3' Pot Hole
7. Bennett St – 3' by 3' pot holes x 2 @ top of St.
8. 36 Azalea Ln – 4' by 4' Pot Hole
9. 127 Edgemore St – 2' by 3' Pot Holes x 3 Each above the other
10. 126 Shepard Way – 4' by 4' Pot Hole
11. 219 Shepard Way – 4' by 6' and 3' by 4' Pot Holes
12. 220 Shepard Way – 3' by 6' Pot Hole
13. 111 Church St 2' by 5' Pot Hole
14. 10 Block Riddle St – 4' by 6' "In Curve" Pot Hole
15. 632 Sunset St – 4' by 4' Pot Hole
16. Cherry Ln @ Troys – 4' by 6' Cut
17. Intersection of East Main and Westover – 4' by 4' Pot Hole
18. 211 Westover – 4' by 6' Cut
19. 218 Westover – 4' by 6' Cut
20. 218 Westover – 5' by 16' Cut
21. Install Asphalt curb on Presnell St. Prevent water run off on Carolina Collision
22. 326 Bowditch St Overlay approx. 30' long
23. Bowditch St. above apartments, Fix under rd. and repave

Sidewalk Repair

1. 1 section off East Main in front of Post Office
2. 3 sections in front of Glen Raven

Same project but billed separate

1. West Main St @ French Broad – 2 Cuts
2. West Main St @ Carolina Country Inn – Cut
3. East Main St @ Intersection of Meadow Rd – Cut
4. Green Mtn Dr. Just before School Circle – Cut
5. 176 Charlie Brn Rd – 4' x 4' Cut
6. Intersection Wheeler Hills and Medical Campus Dr – 5x5 and 3x5 Cuts

EXHIBIT B

STANDARD NORTH CAROLINA LOCAL GOVERNMENT CONTRACTUAL TERMS & CONDITIONS RIDER (the "LGR")

THIS LGR is hereby made and entered into by and between TOWN OF BURNSVILLE (the "Town") and any and all parties entering into any contract, memorandum of understanding, or other agreement of any kind, for the provision of goods, services, or other consideration of any kind, to the Town referencing its existence or inclusion as a part thereof.

Any such instrument(s) together with any and all exhibits, addenda, riders and/or any other instruments attached to, or incorporated by reference therein, shall be collectively referred to hereinafter as the "Contract".

WITNESSETH:

WHEREAS, Town is a body politic of the State of North Carolina, subject by operation of law to certain additional rules, regulations, and laws applicable to public and/or governmental bodies including without limitation certain operational and contractual requirements; and

WHEREAS, the risk of financial default under a contract entered into by such a governmental body is substantially lower than the ordinary risk of financial default attributable to private or commercial entities; and

WHEREAS, Town has established this LGR for the non-exclusive purposes of expediting its contract review and approval process, to document notice of its governmental status, and to protect its citizens and the public at large from illegal or unfair obligations otherwise imposed under certain adhesion contracts; and

WHEREAS, Town is prohibited by applicable law from executing the Contract without modification by this LGR, or has otherwise determined it is not in the best interests of its citizens and the public at large to do so without the additional terms and conditions of this LGR being made a part thereof.

NOW THEREFORE, in exchange of the mutual covenants made herein, and for other good and valuable consideration exchanged between the parties, the sufficiency of which is hereby acknowledged, including but not limited to the inducement of Town to enter into the Contract as modified by this LGR, the parties agree as follows:

PART A: AMENDED CONTRACT TERMS:

1. Contract Incorporation: **THE TERMS AND PROVISIONS OF THIS LGR SHALL BE DEEMED FULLY AND COMPLETELY INCORPORATED INTO, AGREED TO, AND ACCEPTED BY, ALL PARTIES ENTERING INTO ANY CONTRACT WHICH REFERENCES THEIR EXISTENCE IN ANY WAY**; including to the fullest extent permitted by law, incomplete or non-specific references to their existence where any party could

with reasonable due diligence have ascertained the existence and content of its terms. Each party entering into any such Contract further agrees that the incorporation of this LGR into the terms and conditions of the Contract shall be deemed to be a **MATERIAL CONDITION PRECEDENT** to Town's acceptance of such Contract, and to the validity and enforceability of said Contract against Town by any party thereto. Partial performance by any party under such a Contract without formal execution thereof, shall be considered as agreement to, and acceptance of, these LGR terms and conditions.

2. Contractual Conflict & Precedence: **NOTWITHSTANDING ANY STATEMENT OR PROVISION WITHIN THE CONTRACT TO THE CONTRARY, AND EXCEPT FOR ANY "ADDITIONAL TERMS & CONDITIONS" AGREED TO BETWEEN THE PARTIES PURSUANT TO THE IMMEDIATELY FOLLOWING PARAGRAPH, THE TERMS AND CONDITIONS OF THIS LGR SHALL SUPERSEDE, CONTROL OVER, AND PREVAIL IN THE EVENT OF ANY CONFLICT WITH ANY DIFFERING OR CONTRARY TERMS OR CONDITIONS OF THE CONTRACT.** Except to the extent they are inconsistent with or modified by this LGR, the terms and conditions of the contract shall remain in full force and effect.

3. Additional Terms & Conditions: To the extent the parties require any additional or specific modifications or amendments to the Contract, or to this LGR itself, the same shall be reduced in writing and attached to the Contract labeled as "Additional Terms & Conditions" which shall clearly reference the Contract to which it applies, shall state that it takes precedence over, and shall control in the event of any conflicts with, both the Contract and any "Local Government Rider", and shall be separately signed by all parties concurrently with their execution of the Contract instrument(s).

PART B: STANDARD LOCAL GOVERNMENT PROVISIONS:

1. Public Records & Confidentiality: Town is required to comply with certain applicable statutes of the State of North Carolina regarding open meetings and/or open records. Notwithstanding anything to the contrary within the Contract, Town shall not be liable to any party for disclosing the Contract, or any documents or communications made or received in relation thereto, to any third party or the public at large, if such disclosure is made by Town in a good faith effort within its sole discretion, to comply with any public records request or other applicable laws.

2. Limitation on Contractual Authority: Only the Town Council, or its designee or another agent specifically designated in writing by either to exercise their respective authority related to the Contract shall be authorized to enter into, modify, or otherwise bind the Town to the Contract in any way. Any such action shall be taken only by the signed written consent thereof, and no party shall rely upon any verbal communications, or otherwise upon the authority of any other agent of the Town in lieu thereof. This provision shall apply to prevent any inadvertent or passive modifications to the terms of the Contract through communications between the parties as may otherwise be allowed by law, including but not limited to any such provisions of the North Carolina Uniform Commercial Code, if applicable.

3. Limitation Upon Partial/Progress Payments for Goods/Materials to be Delivered: Payment (partial or otherwise) for any physical goods or materials to be provided to the Town pursuant to the Contract, shall not be due or owed by the Town until after actual delivery and acceptance of any such physical items.

4. E-Verify Certification: At all times during performance of the Contract, all parties shall fully comply with Article 2 of Chapter 64 of the General Statutes, and shall ensure compliance by any subcontractors utilized. All parties shall execute an affidavit verifying such compliance upon request by Town.
5. Iran Divestment Act Certification: All parties executing this Contract thereby affirm they are not listed on the Final Divestment List created by the State Treasurer pursuant to NCGS 143-6A-4, nor shall they utilize any subcontractor in the performance of the Contract that is identified upon said list.
6. Constitutional Limitation on Town Indemnification: The parties acknowledge and understand that an unlimited indemnification by Town constitutes a violation of the North Carolina Constitution, and is void and unenforceable by operation of law. Any indemnifications given by Town to any party under the Contract shall be deemed to be given only to the fullest extent allowed by law.
7. Contingent Funding/Non-Appropriations Clause: Notwithstanding anything to the contrary within the Contract or this LGR, all financial obligations of the Town under the Contract are dependent upon, and subject to, the continuing allocation of funds by the Town Council for such purpose. The Contract shall automatically terminate if such funds cease to be allocated or available for any reason.
8. Not to Exceed (NTE) Cap: Unless otherwise approved in writing by Town, the total amount of compensation payable by Town to all parties under the Contract during each fiscal year of Town (running from July 1 to June 30 of the following calendar year) shall not exceed the amount, if any, which is specifically listed within the Contract as "Total compensation hereunder Not to Exceed \$66,660.00 without Town Council's or their designee's prior written approval". This amount is the total combined budget normally allocated for the services rendered under the Contract, and may be increased unilaterally by Town from time to time, only through the written approval of the Town Council or their designee which may be given via email.
9. Preaudit & Purchasing Policy Notices: Per NCGS § 159-28 no contract with a local government including Town requiring the payment of any public funds is valid unless properly preaudited in the manner required by said statute. The Contract must contain a Preaudit Certificate signed by the Town Finance Officer or their Deputy which shall take the substantially the following form "This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act." Failure to obtain a preaudit upon the Contract makes the contract invalid and unenforceable per state law. Additionally, no obligation for any goods sold or services rendered to Town is validly enforceable without a valid signed contract, or a signed Purchase Order for such goods or services. Contact the Town Finance Office at 828-682-2420 with any questions or for further information related to this provision.

PART C: OTHER GENERAL PROVISIONS

Notwithstanding anything within the Contract to the contrary:

1. Choice of Law and Forum: This Contract is made and entered into in Yancey County, North Carolina and shall be governed by and construed in accordance with North Carolina law. Any claim for breach or enforcement of this Contract shall be filed in the appropriate court located in the jurisdiction of Yancey County, North Carolina.

2. Construction & Headings: No rule of construction shall apply against any party as the drafter of the Contract which is the result of an arms-length negotiation between the parties. The titles/captions/headings of any and all portions of the Contract are intended for reference purposes only, and shall not be deemed to affect the meaning or interpretation of the Contract terms and conditions.
3. Merger: The Contract is the entire agreement between the parties with respect to the foregoing matter and there are no other verbal or written agreements with respect thereto between the parties which have not been reduced to writing and specifically incorporated into the Contract.
4. Modification: No modifications of the Contract shall be valid unless reduced to writing signed by all parties hereto.
5. Severability: The provisions of this Contract are intended to be severable. Any and all provisions of this Contract that are prohibited, unenforceable, or otherwise not authorized in any jurisdiction shall, as to such portion and/or jurisdiction only, be deemed ineffective to the extent of such prohibition, unenforceability, or non-authorization, without invalidating the remaining provision(s) hereof in such jurisdiction, or affecting the continuing validity, enforceability, or legality hereof in any other jurisdiction.
6. Signature Warranty: Any party executing the Contract as a corporate or other legal entity represents to the other parties hereto that such entity is duly organized, validly existing, and in good standing under the laws of the State of North Carolina or otherwise under the laws of the state of its formation, and is qualified to transact the business contemplated herein within the state of North Carolina, and further that any such party executing the Contract on behalf thereof, has the full power and authority to do so without any further authorization being required from any party, and thereby legally binds said entity to the terms and conditions of this Contract.
7. Additional Limitation of Scope of Town Indemnification: If applicable, any indemnification given by Town shall be deemed and further limited to indemnify against claims or actions arising from the action or inaction of Town's own officers, officials, employees or agents only; and shall not be deemed to indemnify any party against claims or actions arising from any action or inaction of any other parties.
8. Waiver of Consequential/Punitive Damages: Under no circumstances whatsoever, shall any party be entitled to recover, and all parties hereby waive their right to seek, any indirect, punitive, special or consequential damages of any kind whatsoever, incurred in connection with any breach of the Contract. Notwithstanding the foregoing, the reasonable costs incurred in connection with successfully enforcing the Contract against another party, including court costs, fees, and reasonable attorneys' fees associated therewith shall be recoverable by such a prevailing party.
9. Savings Provision: Town shall not be held in default of the Contract or otherwise deemed in breach thereof, unless it has first failed to cure any condition causing such default within fifteen days (15) days written notice thereof by the party alleging such default. If Town cures any default within that period, no breach of the Contract shall be deemed to have occurred.
10. Electronic and/or Duplicate Execution & Order of Execution: The Contract may be executed in multiple counterparts, in which event each executed copy shall be deemed an original document as between the parties. An electronic signature and/or copy of the Contract shall have the same force and

affect as the original. Due to the need to comply with statutory auditing requirements, all parties contracting with Town shall execute the Contract first and deliver a fully signed copy thereof (preferably via electronic form) to the Town for its counter-execution and delivery of a fully signed copy to all parties.

SIGNATURES:

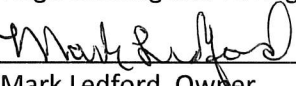
ATTEST:

TOWN CLERK

Town of Burnsville

BY: _____
T. Russell Fox, Mayor

Heritage Grading and Paving, Inc.

BY:  _____
Mark Ledford, Owner

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

By: _____
Leslie Crowder, Finance Officer

Doug Matheson
Chair of the Board

Dennis Aldridge
Vice-Chair



Larry Fontaine
Secretary

Jeff Whitson
Treasurer

468 New Market Blvd.
Boone, NC 28607

www.hccog.org

Phone: 828-265-5434

Fax: 828-265-5439

**Executive Board Meeting
May 19, 2025 | 7:00 p.m.
High Country COG Board Room**

I. CALL TO ORDER AND INVOCATION

Dennis Aldridge, Executive Board Vice-Chairman

II. CONSIDERATION OF APRIL 2025 MINUTES [ACTION]

Dennis Aldridge, Executive Board Vice-Chairman

III. FINANCIAL MATTERS

Caroline Briggs, Finance Officer

- Financial Highlights as of April 30, 2025 [ACTION]
- Budget Amendment #6 [ACTION]
- National Council on Aging's ACL Innovations Lab Grant Project Ordinance [ACTION]
- 2025 HCCOG Contract to Audit [ACTION]

IV. CONSIDERATION OF 2025 HCCOG LEGISLATIVE PRIORITIES [ACTION]

5 MINUTES

Julie Wiggins, Executive Director

V. WORKFORCE DEVELOPMENT UPDATES

10 MINUTES

Misty Bishop-Price, Workforce Development Director

VI. PLANNING AND DEVELOPMENT UPDATES

10 MINUTES

Chris Grubb, Planning and Development Director

VII. FY 2026 BUDGET PRESENTATION

15 MINUTES

Julie Wiggins, Executive Director

VIII. REPORT FROM THE ADVISORY COMMITTEE & EXECUTIVE DIRECTOR

10 MINUTES

Julie Wiggins, Executive Director

IX. BOARD MEMBER COMMENTS

X. VICE-CHAIRMAN'S COMMENTS

XI. OTHER BUSINESS

XII. PUBLIC COMMENT

XIII. ADJOURNMENT [ACTION]

**HIGH COUNTRY COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING
APRIL 21, 2025
MINUTES**

The Executive Board of the High Country Council of Governments (HCCOG) met April 21, 2025, 7:00pm, in the HCCOG Board Room in Boone. The following members were present at the meeting: Charles E. Vines, Brenda Lyerly, Todd McNeill, Kelly Melang, Bill Wheeler, Jeff Whitson, Bobby Munsey, Mike Parlier, Jeff Harding, Rocky Buchanan, Teresa McCoy, Tom Hartman, Dennis Aldridge, and Doug Matheson. The following staff and guests were present at the meeting: Colt Bowles, David Williams, Jessina Molina, Holly Jones, Julie Wiggins, Jeff Hedrick, Caroline Briggs, Cory Osborne, Chris Grubb, and Victoria Oxentine.

CALL TO ORDER AND INVOCATION

Chairman Matheson called the meeting to order and welcomed attendees. Brenda Lyerly led the Pledge of Allegiance and Todd McNeill offered the invocation.

CONSIDERATION OF MINUTES

Kelly Melang moved to accept the minutes of the March 17, 2025 meeting, seconded by Brenda Lyerly. Motion carried.

FINANCIAL MATTERS

Financial Highlights

Finance Officer, Caroline Briggs presented the Financial Highlights as of March 31, 2025 (Attachment A) and discussed revenues versus expenditures. Charles E. Vines made a motion to approve the Financial Highlights as of March 31, 2025. Todd McNeill seconded the motion. Motion carried.

Budget Amendment #5

Finance Officer, Caroline Briggs presented Budget Amendment #5 (Attachment A1), which is an increase of \$85,962 for the total budget. This increase is \$57,660 for a Social Isolation Grant for the Area Agency on Aging department and an increase of \$28,302 for NCWorks Centers IFA Funds for the Workforce Development department. Brenda Lyerly made a motion to approve Budget Amendment #5. Charles E. Vines seconded the motion. Motion carried.

Providing Elderly Additional Sustenance (PEAS) Grant Project Ordinance

Finance Officer, Caroline Briggs presented a Grant Project Ordinance for Providing Elderly Additional Sustenance (PEAS) (Attachment A2), which is additional funding of \$97,120 that goes through December 2026 allocated to the Area Agency on Aging department. Tom Hartman made a motion to approve the PEAS Grant Project Ordinance. Dennis Aldridge seconded the motion. Motion carried.

LONG TERM RECOVERY OF PUBLIC INFRASTRUCTURE (AN INTRODUCTION TO THE IS-RSF MISSION)

Colton Bowles, Infrastructure Recovery Support Function (IS-RSF) Program Manager for US Army Core of Engineers (USACE) presented a slideshow (Attachment B) overviews the duties, timeline, and examples of prior recovery missions. Mr. Bowles discussed current recovery operations in WNC in the wake of Hurricane Helene.

NC DEPARTMENT OF AGRICULTURE’S ONGOING & FUTURE RESPONSE TO HURRICANE HELENE

David Williams, Director of the Division of Soil & Water Conservation at the NC Department of Agriculture and Consumer Services presented a slideshow (Attachment C) overviewing the response and programs the department has been working on in the wake of Hurricane Helene. Mr. Williams noted that the department of Agriculture is trying to fill the gaps in ongoing recovery processes still needed.

REPORT FROM THE ADVISORY COMMITTEE AND EXECUTIVE DIRECTOR

Julie Wiggins, Executive Director shared that the Advisory Committee had discussed adjustments to the 2025 Legislative Priorities and the marked-up draft will be sent to the Executive Board and presented for a vote at the May meeting. Ms. Wiggins also noted that the draft FY26 budget will be presented in May. Ms. Wiggins discussed new grant funding among HCCOG departments.

BOARD MEMBER COMMENTS

Todd McNeill thanked the presenters and their teams for the work they are doing to aid recovery in WNC. McNeill also thanked Holly Jones with Governor Stein’s office for always being present in the region.

CHAIRMAN’S COMMENTS

Chairman Matheson noted that the High Country region was very well represented at the recent recovery meeting in Asheville and mentioned that Dennis Aldridge did a great job speaking at the event.

ADJOURNMENT

As there were no other comments or business, Todd McNeill made a motion to adjourn. Brenda Lyerly seconded the motion. Motion carried. Meeting adjourned at 8:18 pm.

Chairman, Doug Matheson

Clerk to the Board, Victoria Oxentine

Date _____

Doug Matheson
Chair of the Board

Dennis Aldridge
Vice-Chair



Larry Fontaine
Secretary

Jeff Whitson
Treasurer

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Boone, NC 28607

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Fax: 828-265-5439

Financial Highlights – May 19, 2025

APRIL 30, 2025		
		2024
Total Fund Balance - Governmental Funds		\$ 2,187,912
Restricted Fund Balance - GF		\$ 102,662
Assigned Fund Balance - GF		\$ 560,052
Unassigned Fund Balance - GF		\$ 1,525,198
	2025	
Total Expenditures - YTD	\$ 4,579,852	\$ 7,396,890
Total Fund Balance as % of General Fund Expenditures*	31.49%	29.58%
Unassigned Fund Balance as % of General Fund Expenditures*	21.95%	20.62%
*FY2025 Budget Expenditures	FISCAL YEAR 2025	
\$6,948,847	BUDGET	ACTUAL
Total Revenue		
General	\$ 410,575	\$ 379,056
Planning/Development	\$ 1,004,072	\$ 513,103
Resilience Contractual	\$ 73,627	\$ 46,479
Area Agency on Aging	\$ 3,052,713	\$ 2,031,493
Workforce Development	\$ 2,407,860	\$ 1,129,318
	\$ 6,948,847	\$ 4,099,449
Total Expenditures		
General	\$ 410,575	\$ 416,902
Planning/Development	\$ 1,004,072	\$ 707,285
Resilience Contractual	\$ 73,627	\$ 37,588
Area Agency on Aging	\$ 3,052,713	\$ 2,110,867
Workforce Development	\$ 2,407,860	\$ 1,307,210
	\$ 6,948,847	\$ 4,579,852
Revenues over (under) expenditures		\$ (480,403)

Doug Matheson
Chair of the Board

Dennis Aldridge
Vice-Chair



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FY2025 PROJECT ORDINANCES				
DESCRIPTION	FISCAL YEAR	BUDGET	REVENUE	EXPENSE
AMERICAN RESCUE PLAN ACT (ARPA)	2022	\$ 593,750	\$ 341,779	\$ 429,573
DISASTER RECOVERY NCARCOG	2023	\$ 331,250	\$ 331,250	\$ 331,250
DOGWOOD HEALTH TRUST	2025	\$ 75,000	\$ 75,000	\$ 3,829
ARC DISASTER HELENE FUNDING	2025	\$ 276,000	\$ -	\$ -
EDA DISASTER HELENE FUNDING	2025	\$ 500,000	\$ -	\$ -
NCARCOG HELENE	2025	\$ 665,000	\$ 665,000	\$ 21,222
DIT DIGITAL CHAMPION	2025	\$ 800,000	\$ 452,360	\$ 172,381
CHOOSING HOME SFRF	2025	\$ 132,889	\$ -	\$ -
PEAS	2025	\$ 97,120	\$ -	\$ -
ASU FALLS PREVENTION	2023	\$ 251,959	\$ 214,921	\$ 255,065
AGELESS ACCESS DIGITAL NAVIGATOR	2025	\$ 98,058	\$ 35,742	\$ 52,407
OMB LOC 6 - ARPA	2024	\$ 15,425	\$ 4,208	\$ 4,208
ARPA FCSP	2023	\$ 125,769	\$ 63,684	\$ 67,495
ARPA P&A		\$ 147,189	\$ 71,240	\$ 75,787
ARPA OMB		\$ 10,456	\$ 10,279	\$ 10,278
ARPA EBHP		\$ 39,013	\$ 33,318	\$ 33,318
ALLEGHANY COUNCIL ON AGING ARPA		\$ 58,120	\$ 58,120	\$ 58,120
GENERATIONS ASHE ARPA		\$ 114,666	\$ 114,666	\$ 114,666
AVERY SENIOR SERVICES ARPA		\$ 71,006	\$ 71,006	\$ 71,006
MITCHELL SENIOR CENTER ARPA		\$ 66,601	\$ -	\$ -
WATAUGA PROJECT ON AGING ARPA		\$ 146,001	\$ 140,538	\$ 140,793
BROC ARPA		\$ 154,860	\$ 137,094	\$ 141,769
WILKES SENIOR RESOURCES ARPA		\$ 107,181	\$ 107,121	\$ 107,121
RUBY PARDUE BLACKBURN ADC ARPA		\$ 13,792	\$ 13,522	\$ 13,522
YANCEY COMMUNITY CENTER ARPA		\$ 77,944	\$ -	\$ 5,335
LEGAL AID OF NC ARPA		\$ 27,000	\$ 20,160	\$ 20,880
		\$ 1,159,598	\$ 840,748	\$ 860,090
NCWORKS SUBSTANCE USE DISORDER RECOVERY	2023	\$ 200,000	\$ 154,858	\$ 154,858
NCWORKS SMALL BUSINESS WORK-BASED LEARNING	2023	\$ 935,000	\$ 638,075	\$ 638,486
DOGWOOD WORKBASED LEARNING	2025	\$ 310,000	\$ 310,000	\$ 1,735
TOTALS		\$ 6,441,049	\$ 4,063,940	\$ 2,925,104
Cash Balances				
Operating Account		\$ 253,719		
NCCMT Account		\$ 2,669,723		
		\$ 2,923,442		

The financial information in the report reflects the HCCOG's overall financial position for the fiscal year through July 31, 2025 and is for the management discussion purposes only.

Caroline Briggs, Finance Officer

The High Country Council of Governments will be the leader in initiating and providing solutions to regional and local challenges, supporting a bright future for the High Country.

BUDGET AMENDMENT #6

BE IT RESOLVED by the Board of High Country Council of Governments that the following amendment be made to the Budget Resolution for the fiscal year ending June 30, 2025.

SECTION I: REVENUES BY SOURCE**GENERAL FUND**

General Fund	\$ 78,445.00
TOTAL GENERAL FUND	\$ 78,445.00

PLANNING/DEVELOPMENT FUND

Federal	\$ (32,668.00)
State	\$ -
Local	\$ (1,980.00)
TOTAL PLANNING/DEVELOPMENT FUND	\$ (34,648.00)

AREA AGENCY ON AGING FUND

Federal	\$ -
State	\$ -
Local	\$ -
TOTAL AREA AGENCY ON AGING FUND	\$ -

WORKFORCE DEVELOPMENT FUND

Federal	\$ 1,335,849.00
TOTAL WORKFORCE DEVELOPMENT FUND	\$ 1,335,849.00

TOTAL REVENUES BY SOURCE**\$ 1,379,646.00****SECTION II: EXPENDITURES BY PROGRAM****GENERAL FUND**

General Fund	\$ 78,445.00
TOTAL GENERAL FUND	\$ 78,445.00

SPECIAL REVENUE FUNDS

Planning/Development Fund	\$ (34,648.00)
Area Agency on Aging Fund	\$ -
Workforce Development Fund	\$ 1,335,849.00
TOTAL SPECIAL REVENUE FUNDS	\$ 1,301,201.00

TOTAL EXPENDITURES BY PROGRAM**\$ 1,379,646.00**

FY2024-2025 ORIGINAL BUDGET	\$ 5,719,154.00
Budget Amendment #1 10-21-2024	\$ 615,063.00
Budget Amendment #2 12-16-2024	\$ 265,000.00
Budget Amendment #3 2-17-2025	\$ 207,668.00
Budget Amendment #4 3-17-2025	\$ 56,000.00
Budget Amendment #5 4-21-2025	\$ 85,962.00
Budget Amendment #6 5-19-2025	\$ 1,379,646.00

TOTAL AMENDED BUDGET FY2025**\$ 8,328,493.00**

BY VOTE OF THE HIGH COUNTRY COUNCIL OF GOVERNMENTS UPON MOTION BY:

_____ AND SECONDED BY _____

THIS THE _____ DAY OF _____ 2025.

Doug Matheson, Chair of the Board

Larry Fontaine, Secretary



**HIGH COUNTRY COUNCIL OF GOVERNMENTS
GRANT PROJECT ORDINANCE**

**National Council on Aging's ACL Innovations Lab Grant
June 1, 2025 – May 31, 2027**

BE IT ORDAINED by the Executive Board of the High Country Council of Governments that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. This project authorized "National Council on Aging's ACL Innovations Lab" is described in the subgrantee agreement between this unit and the National Council on Aging, signed on 5/13/25. The purpose of this grant is to provide flexible, adaptable, and relevant options to address falls prevention needs in our region and demonstrate if our approach is feasible for other communities.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents as well as the scope of work and guidelines in the subgrantee agreement with the National Council on Aging.

Section 3. The following revenues are anticipated to be available to complete this project:

Innovations Lab Funding - **\$289,973**

Section 4. The following amounts are appropriated for the project:

Expense	
Salaries	\$91,800
Fringe	\$39,474
Indirect	\$61,699
Mileage	\$14,000
Supplies	\$2,500
Home Modifications & Assistive Devices	\$40,500
Professional Contractual Services	\$40,000
Total	\$ 289,973

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor required by the

grant agreement and federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report annually on the financial status of each project element in **Section 4** and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to the Executive Board.

Section 9. Copies of this Ordinance shall be furnished to the Clerk, Executive Board, Budget Officer, and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

BY VOTE OF THE HIGH COUNTRY COUNCIL OF GOVERNMENTS UPON MOTION BY:

_____ AND SECONDED BY _____

THIS THE _____ DAY OF _____ 2025.

Doug Matheson, Chair of the Board

Larry Fontaine, Secretary



HIGH COUNTRY

COUNCIL OF GOVERNMENTS

2025 Legislative Priorities



Oppose any new legislation that adversely affects county budgets by providing additional property tax exemptions without resultant revenue replacement. ~~Support legislation amending NCGS §90A-53 to shorten the work experience in the field of environmental health practice necessary to receive a certificate as a Registered Environmental Health Specialist from two years to one year.~~



Build capacity for COGs to provide financial administration for local governments by appropriating \$3.52M to the NC COG Association to employ 32 additional finance professionals in the 16 regions.



Support legislation to allow counties to include specific language on the ballot referendum designating how the proposed quarter-cent local sales tax levy will be spent.



Oppose unfunded mandates to local governments and ensure state funding for any new, state-mandated programs or employee benefits.

Some examples include:



No state funding available to hire new employees necessary to perform functions required by DHHS.



Additional local cost to support fire department retirees' pension.



Trash pickup. Additionally, there is no way for law enforcement officers to enforce litter that originates from the back of a moving pickup truck.



No funding for health departments to perform re-inspections.



Seek legislation to increase resources for behavioral health and intellectual and developmental disabilities services and facilities, including dedicated resources for treatment of substance use disorders; care for individuals in county jails; inpatient crisis beds; and community paramedicine projects. ~~Seek legislation, funding, and other efforts to expand digital infrastructure/broadband capability to the unserved and underserved areas and residents of the state.~~



Make available grant funding to municipalities to repair and refurbish existing water and wastewater infrastructure systems.



Support legislation to protect all farming operations from nuisance lawsuits.



Support increased funding at the state level for the Parks and Recreation Trust Fund.



Allow for greater flexibility of occupancy tax spending.

Doug Matheson
Chair of the Board

Dennis Aldridge
Vice-Chair



Larry Fontaine
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MEMORANDUM

TO: Board Chair and Members, High Country Council of Governments

FROM: Julie Wiggins, Executive Director

SUBJECT: Budget Message for Fiscal Year Ending 2026

DATE: May 19, 2025

The proposed budget for the High Country Council of Governments' 2025-2026 fiscal year is \$7,578,641.

The HCCOG budget is divided into five (5) main departments including: Area Agency on Aging, Planning and Development, Workforce Development, Economic Recovery and Resilience, and the General Fund.

Area Agency on Aging

The High Country Area Agency on Aging (AAA) administers the Long-Term Care Ombudsman and Family Caregiver Support Programs, Health Promotion and Disease Prevention Program, the North Carolina Lifespan Respite Project, the Digital Navigator Program, administrative support for the North Carolina Senior Tar Heel Legislature, as well as other activities funded for supporting older adults and caregivers.

The AAA is responsible for contracting with local providers throughout the region, as well as monitoring their expenditures and service delivery to ensure compliance with program requirements. Local providers continue to provide programs authorized by the Older American's Act, including provision of meals, in-home support, transportation, and operation of senior centers.

Family caregiver support continues to be a major part of the AAA's service to the region through the Lifespan Respite Program, the Family Caregiver Support Program, and our collaboration with Yancey Dementia Caregivers and Friends.

The AAA will continue administering the North Carolina Lifespan Respite Project as part of a multi-year grant awarded again to the North Carolina Division of Aging. Lifespan Respite provides respite vouchers for adult caregivers caring for older adults or someone with special needs of any age. The AAA will administer this program for the entire state with a grant of approximately \$312,826 for FY26.

The High Country AAA's Family Caregiver Support Program (FCSP) is well established in the region and includes the Grandparents Raising Grandchildren Program. The FCSP provides caregiver directed respite vouchers for all seven counties as well as other services and support to family caregivers. The FCSP program allows for flexibility in services, providing caregivers with various types of support such as incontinence supplies, education, nutritional supplements, as well as funding for home safety modification. We are proud to be partnering again with the Dementia Caregivers and Friends initiative to support caregivers of loved ones with dementia in Yancey County, and the western side of our region. With support again this year from the Community Foundation of Western NC, this program collaboration will offer many opportunities for education, respite, and support groups.

The AAA will continue to administer program funds from the American Rescue Plan Act (ARPA). This funding will support the region's service providers in providing nutrition, supportive services, and legal aid to older adults. Additionally, this funding will be used for long term investments that will support older adults in the region for years to come. ARPA funds will also support the FCSP, Long Term Care Ombudsman, and Evidence-Based Health Promotion Programs. The majority of the remaining ARPA funds will be expended by the end of the first quarter of FY26.

Additionally, the AAA will administer two new projects in FY26, the Choosing Home Project and the Providing Elders Additional Sustenance Project. Choosing Home will focus on home repairs for seniors to maintain safety and livability in their dwellings, while the Additional Sustenance project will focus on additional meals and specifically for frail older adults.

The Evidence Based Health Promotion Program will continue offering preventative health promotion opportunities throughout the region, through fall prevention and other activities such as chronic disease self-management. We are excited to begin a new partnership with Appalachian State University to support mental health for older adults. This project is planned to span more than two fiscal years, and will promote opportunities for older adults, caregivers and human service professionals to engage in mental health and psychological first aid training. This project should pair well with our expanded fall prevention and health promotion program.

The Digital Navigator program will continue serving older adults in FY26. This program is designed to equip older adults and caregivers with the skills and resources to navigate the digital world. This program offers skill building through educational programs, one-on-one digital counseling to remove individual barriers to engagement and distribution of devices to older adults.

The High Country Area Agency on Aging is excited to continue our long standing support for older adults and caregivers in the region.

Planning and Development

The Planning and Development department is supported by funding from the Appalachian Regional Commission (ARC), Economic Development Administration (EDA), NC Department of Transportation (NCDOT), member government dues, which match the federal grants, and contracts with local governments for larger projects and grant administration. Where available, staff leverages state and federal grant funds for administration. These contracts enable the department to offer a more robust array of specialized services throughout the region. Local contractual funding for Fiscal Year 2026 is estimated at \$498,000. Contractual revenue otherwise consists of grant administration and GIS services.

The GIS Program comprises \$77,000 of the \$498,000 budget in contractual revenue. Most GIS projects are based on lump-sum contracts. Other projects are charged by the hour. For Fiscal Year 2026, the rate for GIS services is \$80/hour.

The Planning and Development department administers the Rural Transportation Planning Organization. The NCDOT funding for the RPO for Fiscal Year 2026 is \$174,325, with a local match requirement of \$9,175.

Workforce Development

The High Country Council of Governments serves as the administrative/fiscal agent for Workforce Innovation and Opportunity Act (WIOA) funded programs and services via the Workforce Development department/Workforce Development Board. WIOA funding is provided to the NC Department of Commerce by the United States Department of Labor, to serve adults, dislocated workers, youth, business customers, and provide NCWorks Career Center operations. WIOA legislation emphasizes the need to assist business customers with obtaining the skilled workers they need to be successful. On the jobseeker side, WIOA funding assists adult and youth customers in working toward meeting their educational and employment goals through career center services including assessments, classroom training, work-based learning, supportive services, case management, job search assistance, placement service, and employment follow up services.

The Workforce Development Board is responsible for procuring WIOA service providers to carry out WIOA services throughout the region as well as monitoring expenditures of funds and service delivery requirements and expectations. Workforce development staff engage and partner with organizations that support workforce, education, and economic development across the region.

In addition to WIOA program formula funds anticipated at approximately \$1,152,945, the High Country Workforce Development Board continues to seek and apply for additional grants as they become available. Additional grants include the National Emergency Dislocated Worker Grant (in response to Hurricane Helene); ARPA Work Based Learning Grant; and Dogwood Work Based Learning Grant.

Economic Recovery & Resilience

The Economic Recovery & Resilience Department will remain focused on Helene recovery during the 2025-2026 fiscal year. The department now includes three full-time staff whose positions are largely grant-funded, which allows us to provide most services at no cost to local governments. Funding for the 25-26 fiscal year includes the remainder of the ARPA Technical Assistance Grant from the NC COG Association, Helene recovery grants from the NC General Assembly and Appalachian Regional Commission, a grant from Dogwood Health Trust, and revenue generated by local contracts.

The department's services are governed by the scopes of work set forth by our funding sources and the needs expressed by local governments. For FY 25-26, our focus will be assisting local governments with applying for and managing disaster recovery funding, assisting with ARPA grant administration, providing opioid settlement fund planning services, and outlining the framework for a regional marketing initiative. The Economic Recovery & Resilience Department has funding to remain active through Fall 2027.

General Fund and Indirect Cost

The general fund budget includes \$8,000 in anticipated sponsorship for the annual banquet, and \$262,859 in local dues that will match several federal grants. Most of the organization's overhead costs are paid for by way of an indirect cost rate applied to our grants. The indirect and general fund budgets also include a total of \$26,400 in revenue from the lease of HCCOG office's Suite B. The HCCOG's federal cognizant agency issued an acknowledgement letter for our requested 43% indirect rate which represents a 4% reduction from the year prior. The staffing level projected for the coming fiscal year is 25 full-time employees and 1 part time employee.

The HCCOG office building has four remaining years on the term with an interest rate of 4.19%. The debt service includes \$113,021 in annual principal and interest payments. The final payment will be issued in March of 2029.

Budget Highlights

Expenditures:

- A cost-of-living adjustment of 4% is proposed for all employees.
- The fringe rate (employee benefits) is 41%. Matching contributions to the Local Government Retirement System has increased from 13.6% to 14.35%.
- Software expenditures include estimated expenses for IT support and various software systems as required by each department.

Revenues:

- An updated lease agreement for HCCOG office's Suite B will generate \$26,400 split between the indirect and general fund codes.

- Local dues (grant match) was adjusted for population changes and remains largely unchanged from the prior fiscal year.
- The Workforce Development department will continue to administer the National Emergency Dislocated Worker grant program (in response to Hurricane Helene), the ARPA Work Based Learning grant, and the Dogwood Health Trust Work Based Learning grant.
- The Planning and Development department was awarded \$330,000 from the North Carolina Housing Finance Agency to administer the Urgent Repair Program (URP)
- The Area Agency on Aging will administer a newly awarded \$289,973 grant called Choosing Home, awarded by the National Council of Aging

It has been a pleasure working with staff on the proposed 2025-2026 budget, and I look forward to working with the Executive Board on its adoption. If you have any questions, please give me a call at (828) 265-5434 ext. 125 or email me at jwiggins@hccog.org.

HIGH COUNTRY COUNCIL OF GOVERNMENTS
FY 2025/2026
BUDGET RESOLUTION

BE IT RESOLVED BY THE BOARD OF THE HIGH COUNTRY COUNCIL OF GOVERNMENTS:

The following amounts are hereby appropriated by program for the operation of said Council of Governments for fiscal year beginning July 1, 2025, and ending June 30, 2026:

SECTION I: REVENUES BY SOURCE

GENERAL FUND

Local
TOTAL GENERAL FUND \$ 346,531

PLANNING/DEVELOPMENT FUND

Federal \$ 325,115
Local \$ 572,500
TOTAL PLANNING/DEVELOPMENT FUND \$ 897,615

ECONOMIC RECOVERY & RESILIENCY FUND

Local \$ 110,784
TOTAL ECONOMIC RECOVERY & RESILIENCY FUND \$ 110,784

AREA AGENCY ON AGING FUND

Federal \$ 2,660,925
State \$ 142,093
Local \$ 178,829
TOTAL AREA AGENCY ON AGING FUND \$ 2,981,847

WORKFORCE DEVELOPMENT FUND

Federal \$ 3,241,864
TOTAL WORKFORCE DEVELOPMENT FUND \$ 3,241,864

APPROPRIATED FUND BALANCE

\$ -

TOTAL BUDGET REVENUE

\$ 7,578,641

SECTION II: EXPENDITURES BY PROGRAM

GENERAL FUND

Local Activities \$ 346,531
TOTAL GENERAL FUND

SPECIAL REVENUE FUNDS

Planning/Development \$ 897,615
Economic Recovery & Resiliency \$ 110,784
Area Agency on Aging \$ 2,981,847
Workforce Development \$ 3,241,864
TOTAL SPECIAL REVENUE FUNDS \$ 7,232,110

TOTAL BUDGET EXPENDITURES

\$ 7,578,641

SECTION III:

- a. The Budget Officer is hereby authorized to transfer appropriations within any of the above programs subject to any restriction on particular grant monies.
- b. Due to the timing of receiving certain revenues and projects for the Council, the Budget Officer is hereby authorized to incur expenditures after a notice of revenue availability is received. A formal budget amendment incorporating such project is to be presented to the Board of Directors at the next available meeting.

ADOPTED BY VOTE OF THE HIGH COUNTRY COUNCIL OF GOVERNMENTS UPON MOTION BY:

AND SECONDED BY _____
THIS ____ DAY OF JUNE, ____

Chair of the Board

Secretary

**HIGH COUNTRY COUNCIL OF GOVERNMENTS
FYE 2026
BUDGET SUMMARY**

REVENUES:

Federal	\$ 6,227,904
State	\$ 142,093
Local	\$ 1,208,644
Appropriated Fund Balance	\$ <u>-</u>

TOTAL **7,578,641**

EXPENDITURES:

Salaries	\$ 986,284
Fringe Benefits	\$ 408,611
Indirect Costs	\$ 603,738
Required Local Match	\$ 262,859
Professional Services	\$ 419,353
Annual Banquet/Meeting Expense	\$ 36,500
Travel/Registration	\$ 88,887
Information Technology	\$ 13,000
Buildings/Equipment/Rent	\$ 96,468
Gas/Oil/Tires	\$ 18,000
Capital Expense	\$ 34,672
Housing Partnership	\$ 1,000
Training/Supportive Services	\$ 333,367
Office Operations	\$ 143,269
Planning	\$ -
Contractual Aging	\$ 1,878,633
Contractual Workforce	\$ <u>2,254,000</u>

TOTAL **\$ 7,578,641**

HIGH COUNTRY COUNCIL OF GOVERNMENTS

FYE 2026

PLANNING/DEVELOPMENT

REVENUES:

Federal

EDA	\$	-
Appalachian Regional Commission	\$	150,790
RPO	\$	174,325

Local

Contracted Projects	\$	498,699
Required Local Match	\$	73,801

TOTAL	\$	897,615
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EXPENDITURES:

Salaries	\$	414,127
Fringe Benefits	\$	174,027
Indirect Costs	\$	256,839
Professional Services	\$	-
Meeting Expense	\$	2,000
Travel/Registration	\$	26,074
Information Technology	\$	10,000
Equipment	\$	2,000
Office Operations	\$	12,548

TOTAL	\$	897,615
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PERSONNEL:

Planning & Development Director
Senior Planner
Regional Planner (2)
GIS Planner (2)
Transportation Planner
Housing Planner
Planning Project Coordinator

HIGH COUNTRY COUNCIL OF GOVERNMENTS

FYE 2026

ECONOMIC RECOVERY & RESILIENCY

REVENUES:

Local

Contracted Projects	\$	110,784
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TOTAL	\$	110,784
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EXPENDITURES:

Salaries	\$	51,373
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Fringe Benefits	\$	21,063
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Indirect Costs	\$	31,148
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Travel/Registration	\$	-
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Office Operations	\$	7,200
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TOTAL	\$	110,784
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PERSONNEL:

Director of Recovery & Resilience

Resiliency Planner

Recovery Planner

HIGH COUNTRY COUNCIL OF GOVERNMENTS

**FYE 2026
GENERAL FUND**

REVENUES:

Local Dues	\$	262,859
Mileage	\$	22,000
Investment Income	\$	25,000
Banquet Reimbursement	\$	7,000
Banquet Sponsorship	\$	8,000
Rental Income	\$	21,672
REVENUES	\$	346,531

APPROPRIATED FUND BALANCE

\$ -

TOTAL REVENUE

\$ 346,531

EXPENDITURES:

Required Local Match	\$	262,859
Supplies	\$	1,000
Auto Expense	\$	18,000
Banquet and Meeting Expense	\$	29,000
Capital Expense	\$	34,672
Housing Partnership Match	\$	1,000

TOTAL EXPENDITURES

\$346,531

HIGH COUNTRY COUNCIL OF GOVERNMENTS

FYE 2026 AREA AGENCY ON AGING

REVENUES:

P & A	\$ 170,416
Ombudsman	\$ 130,807
Family Caregiver Support Program	\$ 152,771
Elder Abuse	\$ 3,353
Lifespan	\$ 312,827
MIPPA/SMP	\$ 32,687
State Admin	\$ 48,262
Required Local Match	\$ 82,329
Special Projects	\$ 85,000
Disease Prevention and Health Promotion	\$ 23,262
Special Grant Revenue	\$ 50,000
Consumer Contribution	\$ 11,500
Senior Center, Fan Heat Relief	\$ 43,831
Nutrition	\$ -
Supplemental Nutrition	\$ -
Home and Community Care Block Grant	\$ 1,834,802

TOTAL **\$ 2,981,847**

EXPENDITURES:

Salaries	\$ 320,569
Fringe Benefits	\$ 131,433
Indirect Costs	\$ 194,361
Professional Services Contractual	\$ 9,200
Meeting Expense	\$ 3,500
Travel/Registration	\$ 46,813
Office Operations	\$ 63,971
Special Projects, Caregiver Services	\$ 333,367
Senior Center, Fan Heat Relief	\$ 43,831
Contractual	\$ 1,834,802

TOTAL **\$2,981,847**

PERSONNEL:

AAA Director
Regional Ombudsman
Aging Services Coordinator (Lifespan Respite grant)
Compliance Officer
Family Caregiver Project Coordinator
Health Promotion Specialist
Digital Navigator

HIGH COUNTRY COUNCIL OF GOVERNMENTS
FYE 2026
INDIRECT COST BUDGET

REVENUES:

Program Indirect	\$	809,246
Rental Income	\$	<u>5,128</u>

TOTAL	\$	814,374
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EXPENDITURES:

Salaries	\$	294,429
Fringe Benefits	\$	120,717
Professional Services	\$	75,450
Meeting Expense	\$	3,500
Travel/Registration	\$	15,500
Buildings/Equipment (Interest/Dep)	\$	113,021
Repairs and Maintenance and Capital	\$	39,100
Utilities	\$	24,000
Training/Dues	\$	13,500
Board Activity	\$	24,600
Office Operations & Equip Lease	\$	48,000
Information Technology & Software	\$	<u>42,557</u>

TOTAL	\$	814,374
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PERSONNEL:

Executive Director
Finance Officer
Communications Manager
Accounting Technician

HIGH COUNTRY COUNCIL OF GOVERNMENTS

FYE 2026

WORKFORCE DEVELOPMENT

REVENUES:

Administration	\$	185,295
Adult	\$	552,902
Dislocated Worker	\$	294,522
Youth Services	\$	899,226
Special Grants	\$	<u>1,309,919</u>

TOTAL	\$	3,241,864
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EXPENDITURES:

Salaries	\$	200,215
Fringe Benefits	\$	82,088
Indirect Costs	\$	121,390
Professional Services	\$	410,153
Meeting Expense	\$	2,000
Travel/Registration	\$	16,000
Information Technology	\$	3,000
Career Center Rent	\$	94,468
Career Center Utilities	\$	24,000
Office Operations	\$	34,550
Contractual	\$	<u>2,254,000</u>

TOTAL	\$	3,241,864
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PERSONNEL:

Workforce Development Director

Workforce Development Accountability and Compliance Manager

Workforce Development Communications and Business Services Coordinator

HIGH COUNTRY COUNCIL OF GOVERNMENTS

LOCAL SUPPORT REQUEST

FY 2025/2026

MEMBER GOVERNMENTS	Current Population 2023 Estimates	2025/2026 Member Dues	2025/2026 *Support	2025/2026 TOTAL
		\$0.40 per capita	Requested for Local Match	Local Support Requested
Alleghany County	11,513	\$4,605	\$7,865	\$12,470
Sparta	1,906	250	\$1,250	1,500
Ashe County	26,694	\$10,678	\$19,247	\$29,925
Jefferson	1,628	250	\$1,250	1,500
Lansing	126	250	\$500	750
West Jefferson	1,429	250	\$1,000	1,250
Avery County	17,510	\$7,004	\$11,819	\$18,823
Banner Elk	1,174	250	\$1,000	1,250
Crossnore	251	250	\$500	750
Elk Park	547	250	\$750	1,000
Newland	713	250	\$750	1,000
Sugar Mountain	388	250	\$500	750
Mitchell County	14,721	\$5,888	\$9,892	\$15,780
Bakersville	465	250	\$500	750
Spruce Pine	2,173	250	\$1,500	1,750
Watauga County	54,972	\$21,989	\$26,655	\$48,643
Beech Mountain	681	250	\$750	1,000
Blowing Rock	1,391	250	\$1,000	1,250
Boone	20,022	1,000	\$16,391	17,391
Seven Devils	319	250	\$500	750
Wilkes County	65,987	\$26,395	\$47,037	\$73,431
North Wilkesboro	4,392	500	\$3,596	4,096
Ronda	446	250	\$500	750
Wilkesboro	3,693	500	\$3,023	3,523
Yancey County	18,524	\$7,410	\$13,867	\$21,277
Burnsville	1,585	250	\$1,250	1,500
TOTAL REQUESTED		\$89,968	\$172,891	\$262,859

Member dues; towns \$250, population 2500-5000, \$500, population over 5000, \$1000

Match: Towns under 500 pay \$500 / 500-999 \$750 / 1000-1499 \$1000 / 1500-1999 \$1250 / 2000-2499 \$1500

Towns over 2500 and the counties pay a pro-rata share of the balance based on population.