



# JACKSON COUNTY ADMINISTRATION

Interim County Manager: Darlene Fox

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To: Jackson County Board of Commissioners

From: Darlene Fox

Date: April 2, 2024

Subject: County Manager's Report

The following information is provided:

**1. License Plate Agency**

The new Jackson County License Plate Agency, "Tag Office", opened to the public at approximately 9:45 am on Tuesday, March 26, 2024. There were some technical difficulties that prevented credit/debit card transactions on Tuesday. But they were fully operational on Wednesday and Thursday. In its first three days there were 404 transactions processed totaling \$42,016.59 and they collected \$187.00 in notary fees.

A Facebook post made by Tiffany Henry, Director of Economic Development, resulted in 117 reactions, 28 comments, and 207 shares. All the comments were positive and appreciative of the County for continuing this service.



The location of the office is Skyland Services Center, 876 Skyland Drive, Sylva, NC 28779.

**2. Animal Shelter Building**

The Old Animal Shelter building located at 463 Airport Road can be used for a storage building for the Jackson County Recreation and Parks Department. This will free up storage space currently being used by the Recreation Department in the Sylva location. The Maintenance Department would then be able to utilize the space freed up.

**3. Jackson County Aquatics Center – Field Report from 3/21/24 is attached.**

The Jackson County Aquatics Center has an anticipated completion date of July 27, 2024.

**4. Center for Domestic Peace**

The contract to RE Crawford has been reviewed by both parties. RE Crawford has signed the contract. The Certificate of Insurance has been issued and the notice to proceed will be issued this week.

**5. Fontana Regional Library Agreement**

The attorneys from Jackson and Swain Counties are meeting next week. Information will be provided to the Board following that meeting.

**6. Qualla-Whittier Park and Cashiers Splash Pad**

The Qualla-Whittier Park is about two weeks behind schedule due to working out some details on the water/sewer routing through the property and a couple items related to utilities.

Permits for this project are much simpler and will not slow the project down further.

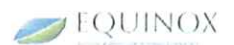
The Cashiers Splash Pad will go out for bids in April barring no setbacks on permits.

The Stormwater Management Permit Application was completed today.

We are placing signs at the sites for Qualla-Whittier Park and the Cashiers Splash Pad.

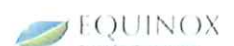


Qualla/Whittier Community Park



COMING SOON!

Jackson County Splash Pad & Playground





# Field Report



**CLARK NEXSEN**  
301 College Street, Suite 300  
Asheville, NC 28801

**Project:** Jackson County Aquatics

**Date:** 03/21/2024

**Comm #:** 7584-A

**Time:** 11:30 am

**Report By:** Clark Nexsen/ Dorothea Schulz

**Field Report #:** 16(CN)

**Temperature Range:** 50s

**Location:** Cullowhee, NC

**Weather:** sunny, dry

**PRESENT AT SITE:** Dorothea Schulz, Frank Harris, Troy Evans

## WORK IN PROGRESS/ OBSERVATIONS:

1. Roofing/ trim/ gutter installation in progress
2. Electrical installation in progress
3. Plumbing installation in progress
4. Sprinkler and Fire Alarm installation in progress.
5. Mechanical installation in progress.
6. Drywall installation in progress
7. Metal wall panel and trim installation in progress.
8. Competition pool gutter installation in progress.
9. Pool deck slab prep in progress.
10. Kalwall installation in progress
11. Curtainwall installation at lobby in progress.
12. Roof expansion joint installation in progress

## ITEMS TO VERIFY/ ACTION:

- See notes from previous field reports for any items that have not been closed out.
- Roof expansion joint: area of recess at existing roof was patched with decking. GC to send photos of decking installation and fastening for structural review. Via email we sent feedback that insulation at this piece of deck needs to be installed. Spray foam insulation underneath decking is an option, but questions remain if this can be retro-actively installed.
- Kalwall installation: as noted in email exchange: ensure that flashing wraps from sill up into jamb conditions. Kalwall battens to align with curtainwall mullions as best as possible.

# Field Report

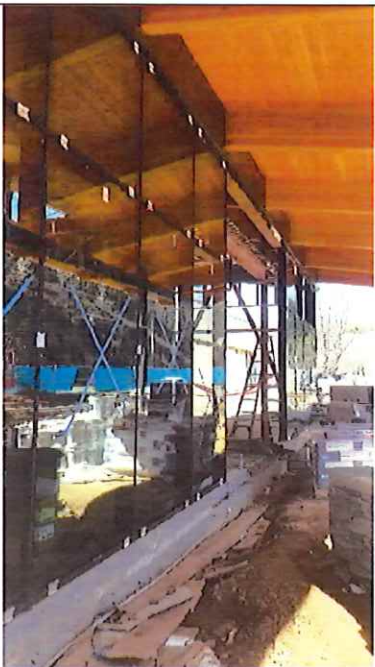


ATTACHMENTS (PHOTOS, SKETCHES, ETC.): See below:

- 1. See attached photos



Curtainwall installation at lobby



Curtainwall installation at lobby



Grounding loop installation in trench



Grounding loop installation in trench



Field Report



Stucco system materials in site



Stucco system materials in site



Competition pool – deck slab preparation in progress



Leisure pool – deck slab preparation in progress

# Field Report



Columns at pool decks with concrete forms for column bases



Leisure pool – deck slab preparations



In Kalwall installation at Competition pool in progress



In Kalwall installation at Competition pool in progress



# Field Report



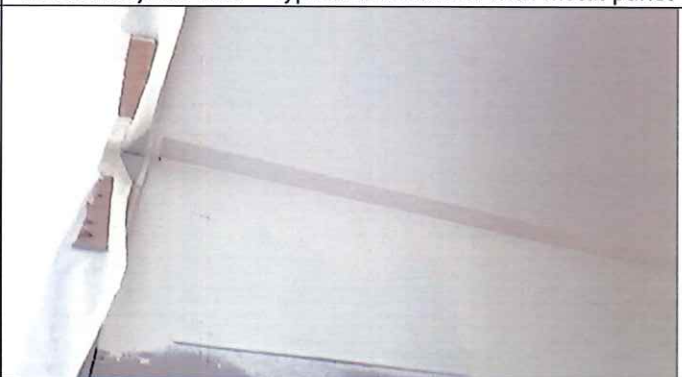
Kalwall - Sill flashing and bottom track installation



Kalwall - Sill flashing and bottom track installation – wrap sill flexible flashing up jamb of opening. Closure piece needed at jamb side – typical at locations with metal panel



Paint mockup of locker rooms with white wall paint and accent paint.



Drywall ceilings in locker rooms – with light fixture installed flush, and first coat of paint



# Field Report



Dry corridor – curved wall framing and bench framing installed.



Dry corridor – curved wall framing and bench framing installed.



Roof expansion joint installed for majority of expansion joint.



Roof expansion joint installed for majority of expansion joint.

# Field Report



Roof expansion joint at recess area that required patch – see notes in field report



Roof expansion joint at recess area that required patch – see notes in field report



View into recess at existing building – insulation will be required under deck patch.



Roof leader tie-in at existing building – GC to patch corner of building.

# Field Report



Planter area outside the leisure pool – storm drain tie-in in process. See previous field report notes about installation of insulation at foundation and tie-in of foundation drainage.