



Executive Committee

Minutes

Wednesday, December 6, 2023

Hybrid Attendance (In Person and ZOOM)

Members Present:

Councilwoman Marikay Abuzuaiter, City of Greensboro
Mayor Kelly Allen, Town of Haw River
Commissioner Kevin Austin, Yadkin County
Mayor Pro Tem Renee Bryant, City of Randleman
Council Member Jim Butler, City of Burlington (Z)
Council Member Jane Cole, City of King
Commissioner Carly Cooke, Guilford County (Z)
Mayor Pro Tem Monta Davis-Oliver, Town of Yadkinville
Mayor Alvin Foster, Town of Yanceyville
Council Member Dwight Lake, Town of Mayodan
Councilwoman Peggy Leight, Town of Walkertown (Z)
Chairman Fred McClure, Davidson County
Commissioner Rick Morris, Stokes County (Z)
Commissioner Mark Richardson, Rockingham County
Commissioner John Shaw, Montgomery County (Z)
Commissioner Pamela Thompson, Alamance County
Commissioner Van Tucker, Surry County (Z)
Commissioner Marie Wood, City of Mount Airy
(Z) Denotes attendance via ZOOM

Members Absent:

Mayor Rick Cross, Town of Bermuda Run
Commissioner Benita Finney, Davie County
Chairman Darrell Frye, Randolph County
Commissioner Ethel Gwynn, Caswell County
Chairman Mark Jones, Davie County
Councilman Victor Jones, City of High Point
Councilman John Larson, City of Winston-Salem
Commissioner Tonya McDaniel, Forsyth County
Mayor Howard Morgan, Town of Sedalia
Commissioner Damon Prince, Town of Troy
Mayor Larry Ward, Town of Denton

Chairman Alvin Foster welcomed the PTRC Executive Committee and called the meeting to order at 12:02 p.m. The meeting was held virtually via Zoom in addition to in person attendance. Chairman Foster encouraged Mr. Foster requested a moment of silence and then led the Executive Committee in the Pledge of Allegiance.

- 1) **Action Item: Request for approval of the October 4, 2023 PTRC Executive Committee minutes, Mr. Alvin Foster, Chair**

- 2) **Action Item: Request to authorize receipt of \$35,000.00 in county transfer support funds from the NC Commerce Division of Workforce Solutions, Ms. Wendy Walker-Fox, Workforce and Economic Development Director**
 - a) In Support of continued Statewide workforce board realignment efforts, the North Carolina Department of Commerce Division of Workforce Solutions (DWS) is providing funding in the amount of \$35,000.00.
 - b) The funding will be used to assist staff with the operational, administrative, and logistical activities related to the transferring of Alamance, Davidson, and Randolph Counties to the Piedmont Triad Regional Workforce Development Board local area.
 - c) This type of funding is needed to sustain operations and maintain continuity of service to employers and individuals, during the transfer process. PTRC is appreciative of the Division's support.

- 3) **Action Item: Request authorization to enter into contract with Legal Aid of North Carolina, Inc. for Legal Services grants for the period December 1, 2023 – September 30, 2024, Ms. Adrienne Calhoun, Director, Area Agency on Aging**
 - a) ARPA funds provide a unique opportunity to consider needs and service delivery that have the potential to respond to unmet needs of older adults and family caregivers. The PTRC AAA is taking a regional approach in distributing these funds-based on the priorities established by the North Carolina Division of Aging and Adult Services.
 - b) The PTRC AAA made ARPA Legal Services grants available of up to \$185,710. These funds were available to Legal Services providers in one or more of the following counties: Alamance, Caswell, Davidson, Davie, Forsyth, Guilford, Montgomery, Randolph, Rockingham, Stokes, Surry, and Yadkin. Funds are for providing legal assistance to people age 60 years of age or older. The legal assistance program, also referred to as the legal services program, is intended to protect and secure the rights, benefits, and dignity of older persons. Priority consideration was given to proposals that addressed the needs of older adults who are underserved and/or underrepresented.
 - c) Total Amount Awarded: \$185,710
 - d) A chart indicating funding awards can be found at www.ptrc.org or by emailing kmitchell@ptrc.org.
 - e) Mr. Mark Richardson asked what happens once the grant period ends. Ms. Calhoun answered that we are working with the State to see if any new money will be available but that is doubtful. As it stands, the money will be gone after the grant ends.

4) Action Item: Request authorization to enter into contract with the North Carolina Division of Aging and Adult Services and local funded partners for state Senior Center General Purpose funding for the period July 1, 2023 to June 30, 2024, Ms. Adrienne Calhoun, Assistant Director, Area Agency on Aging

- a) Each year after approval by the North Carolina General Assembly, the North Carolina Division of Aging and Adult Services allocates funding to senior centers based on certification status throughout the region. This year, the North Carolina Division of Aging and Adult Services allocated funded based on the certified biennium budget from last year. The state total is \$1,265,309 with a local match of \$421,770 for a grand total of \$1,687,079. The local match will remain at 25% and can be cash or in-kind.
- b) This year's total allocation to Region G is \$240,118 the highest allocation to any region in North Carolina. Our region's allocation is the result of a high number of senior centers who received Center of Excellence or Center of Merit designation.
- c) The attached chart lists all of the senior centers in the region and the proposed contract amount. Of the 26 senior centers in Region G, there are 18 centers of Excellence, 3 centers of Merit, and 5 noncertified centers. The level of certification dictates the amount of Senior Center General Purpose funds allocated to a senior center.
- d) The chart that reflects the amount by certification and the appropriate match be found at www.ptrc.org or by emailing kmitchell@ptrc.org.

5) Action Item: Nomination of 2024 PTRC Officers, Mr. Kevin Austin, Nominating Committee Chair

- a) The Nominating Committee (Alvin Foster, Mark Richardson, Marikay Abuzuaiter, Rick Morris, Kevin Austin, Darrell Frye), met prior to the November Executive Committee to agree on the 2024 PTRC Officers. Their recommendation to the Board can be found below.
 - i) **Chair: Mark Richardson, Rockingham County**
 - ii) **Vice-Chair: Marikay Abuzuaiter, City of Greensboro**
 - iii) **Treasurer: Rick Morris, Stokes County**
 - iv) **Secretary: Dwight Lake, Town of Mayodan**
 - v) **Immediate Past Chair: Alvin Foster, Town of Yanceyville**

6) Action Item: Request for authorization to apply for and, if awarded, accept a capacity-building grant addressing healthy food systems work in Rockingham County; funding application to be submitted to the Reidsville Area Foundation, Mr. Jesse Day, Regional Planning Director

- a) PTRC's Planning Department is seeking approval to submit a capacity-building grant to the Reidsville Area Foundation to build collective power, reduce inefficiencies, and encourage sustainability within the Rockingham County food system. Members of PTRC's Piedmont Triad Regional Food Council (PTRFC) expressed desires to better connect existing resources and create long-term, sustainable solutions to local food insecurity rates.
- b) The PTRFC responded with an application for \$29,000 in capacity-building funds to work in three primary veins:
 - i) Connect Rockingham County services and providers – working closely with local leaders and food enterprises to update community asset maps and food security data. This also includes joint presentations and data sharing with local leaders to help define where community energy and focus exists presently for food retail and food enterprise projects.
 - ii) Offer ongoing community awareness and education – convening a Rockingham County Food Task Force to create buy-in and advocacy from local governments, local champions, existing health-related initiatives, and nonprofit leadership. In addition to creating community

consensus on initiatives to support, this work will provide needed support to form a community-led and sustained food council specific to Rockingham County.

- iii) Prepare for financing – providing technical assistance for healthy food retailers, food enterprises, and entities supporting them, to access external funding opportunities. Leveraging PTRC’s grant-seeking resources and the PTRFC’s growing relationships with CDFIs looking to fund healthy food entities, this work will include hosting convenings, professional development sessions, and providing Q&A sessions with lenders.
- c) The grant does not require a match and its period of performance is one year (Jan ’24 – Dec ’24).
- d) Application deadline was Monday, November 27th.

7) Action Item: Request for authorization to enter into Contract to Assist the City of Eden to Apply for FEMA BRIC funding Mr. Jesse Day, Regional Planning Director

- a) The Regional Planning Department requests to enter into contract for grant preparation assistance for the City of Eden. The work will ensure a competitive application by the City to the Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) program for a project entitled, *Repairing shoreline and siphon system for “greener rivers” in the City of Eden.*
- b) The City has a critical need to replace a wastewater siphon system, protect its only water intake point, and reshape green spaces along a critical economic and social corridor. The siphon system that has two of its three pipes irrepealably clogged. This siphon is also close to the City’s sole water intake point, making it vulnerable to flooding, erosion, and pollution. The City has a comprehensive vision to incorporate an investment into its wastewater system into a greenway construction project at the convergence of the Dan and Smith Rivers that affords many design features to address nature-based solutions, including riverbank repair and reconstruction, buffer zones and riparian areas. Total Federal funds requested for the project are tentatively \$5 million. The City is providing matching funds for at least 10% of the total project costs, which meets the match requirement for eligible applicants that qualify as an Economically Disadvantaged Rural Community (EDRC).
- c) A team within PTRC’s Regional Planning department is prepared to offer the following services:
 - i) Lead on all grant writing and managing the application process;
 - ii) Research for, and preparation of, the Benefit-Cost Analysis (BCA) – a crucial and labor-intensive component of the application;
 - iii) Navigating, and submitting within, the federal grants portal;
 - iv) Serving as a liaison with the state’s Hazard Mitigation Division, which conducts an extensive review before compiling applications into a package to submit to FEMA for final review/award decision; and
 - v) Leading the sub-applicant meetings with the state’s review team, which are scheduled for January 4-5, 2024.
- d) The timeline for this work follows the submission process, beginning immediately and extending to February 26, 2024, when the state submits its package of applications to FEMA.
- e) The PTRC can accomplish this contract for a total cost not to exceed \$5,000. Any required travel would be reimbursed at the federally approved rate.

8) Action Item: Request for authorization to participate In, and Provide In-Kind Match for, a Grant Application to U.S. Department of Transportation’s Thriving Communities Regional Pilot Program Mr. Jesse Day, Regional Planning Director

- a) PTRC’s Regional Planning Department is seeking approval to participate in, and provide in-kind support for, a collaborative application to U.S. DOT’s Thriving Communities Regional Pilot

Program. Central Pines Regional Council is the applicant with PTRC and the UNC School of Government as partners for a three-year project to provide services for communities facing barriers to transportation infrastructure advancement and implementation. With funding up to \$2 million over the three years, our organizations will offer:

- b) Technical support (on-site staff support, trainings, grant development, etc.),
- c) Build knowledge (operational assessments and process analysis), and
- d) Create peer exchange (facilitate a Community of Practice for partnering across jurisdictions and leveraging resources).
- e) The application focuses on Chatham, Lee, northern Moore and Randolph counties for their program eligibility (having disadvantaged communities) and the expected impact of recent economic investment (Toyota Battery Plant, VinFast, Wolfspeed, etc.). These investments will have local governments playing a key role in determining how some 14,000 new workers will live, work, and recreate in the area.
- f) The proposed capacity-building services can be offered to communities that provided a signed Letter of Commitment in the application process. PTRC issued a call to participate and the participating jurisdictions in Randolph County are Liberty, Staley, Franklinville, Asheboro, Randolph County, and Ramseur.
- g) PTRC is providing \$20,500 of in-kind support via staff time from the Piedmont Triad Rural Planning Organization.
- h) Application deadline was Tuesday, November 28th.

9) Action Item: Request for authorization to apply for, and if awarded receive, a grant application to U.S. Environmental Protection Agency's Brownfields Assessment Coalition Grant Program for \$1.5 million Mr. Jesse Day, Regional Planning Director

- a) PTRC's Regional Planning Department is seeking approval to apply for, and if awarded receive, a U.S. EPA Brownfields Assessment Coalition Grant for \$1.5 million. PTRC would be the lead member of a regional coalition that includes the City of Eden, Town of Mayodan, City of Thomasville, and City of High Point. These funds would help repurpose substantial and environmentally compromised properties, including:
 - i) Former American Warehouse Mill in Eden;
 - ii) 300 Oak Street in High Point;
 - iii) A former wastewater treatment plant and landfill in Mayodan; and the
 - iv) Former Loftin and Black Furniture Mill in Thomasville.
- b) The above jurisdictions do not currently have access to EPA Assessment program dollars, making the priority sites particularly viable for coalition support.
- c) PTRC has extensive Brownfields assessment experience and expertise that we are looking to build upon with this application. Prior work includes EPA Assessment grants in 2009, 2014 and 2018, as well as an active Revolving Loan Fund for \$1 million for cleanup of eligible sites. Outputs for the new Assessment work include regular community outreach events/meetings, educational presentations, cleanup planning services, and more than 60 important studies completed that are necessary for redeveloping Brownfield sites (Phase I Environmental Site Assessments, Phase II ESAs, applications to North Carolina Brownfields program, and others).
- d) The period of performance for this grant is four years. No matching funds were required.
- e) Applications were due November 13, 2023.
- f) Mr. Mark Richardson asked if the jurisdictions listed had already applied or have they missed out since the application date has passed. Mr. Day responded that it is coalition grant and we have

submitted the application for multiple entities. Municipalities don't have to apply individually and, if awarded, there would be money available for projects even outside of the jurisdictions listed.

10) Action Item: Request for authorization of the following Local Technical Assistance Projects: 1) Annexation Technical Assistance - Town of Mount Gilead; 2) Ordinance Assistance to Midway; 3) Ordinance Assistance to Wentworth, Mr. Jesse Day, Regional Planning Director

- a) Mt. Gilead Annexation Technical Assistance - The Regional Planning Department requests authorization to receive funding through a Contract Services agreement with the Town of Mount Gilead as the Town embarks on annexing roughly 645 acres along Lilly's Bridge Road in Montgomery County. The County, Town and Lennar Carolinas, LLC entered into a Development Agreement this summer that grants the right to annex to the Town. Lennar plans to construct more than 900 residential properties over the next nine years.
- b) Jesse Day, Regional Planning Director, Adam Shull, Regional Planning Assistant Director, and Ginger Booker, former PTRC Assistant Director, will be the primary staff providing consultative services to the Town.
- c) The scope of services includes activities for which PTRC will lead:
 - i) Clarifying key steps and deliverables in the legislative process;
 - ii) Ensuring communication and regular meetings between County, Lennar and Town staff;
 - iii) Develop local legislation, provisions and effective date of annexation;
 - iv) Track amount, source, and administrative burden of funds Lennar expects legislature to appropriate for additional infrastructure; and
 - v) Create a development profile detailing what developer restrictions Lennar implements (HOA requirements, potential age registrations on residents, etc.) and impact for the Town.
- d) The scope also includes assistance with activities for which the Town must lead:
 - i) Creating zoning for annexation area;
 - ii) Filing and Recording requirements;
 - iii) Creating a new official GIS map of Town with annexation area;
 - iv) Coordinating with County Board of Elections and effects of any new voting districts; and
 - v) Studying impact on rural fire service.
- e) The proposed budget is not to exceed \$25,000 and the period of performance is one year through November 2024.
- f) The PTRC Planning Department requests authorization to receive funding through a Contract Services agreement with the Town of Mount Gilead for an amount **not to exceed \$25,000** for technical assistance with the annexation process for one year ending November 2024.
- g) Town of Midway Ordinance Update - The Regional Planning Department requests to enter into contract for planning services with the Town of Midway for minor updates to the Commercial Core Overlay District. The services will include modifications to the ordinance to update references and graphics to be more congruent with the rest of the Town ordinances.
- h) Request for approval to enter into contract providing professional planning services from February 2024 to April 2024 to **Midway for \$4,500**. The Town of Midway has signed an agreement letter.
- i) Town of Wentworth Ordinance Review – The Regional Planning Department requests to enter into contract for planning services with the Town of Wentworth to review 160D updates and identify areas for improvement and to update review procedures for special use permits and any

- j) Request for approval to enter into contract providing professional planning services from November 2023 to January 2024 to **Wentworth for \$2,500**. The Town of Wentworth has approved the budget amount and has received an agreement letter for signature.

11) Action Item: NCLM Letter Discussion, Mr. Matthew Dolge, Executive Director

- a) Mr. Alvin Foster received a letter from the North Carolina League of Municipalities (NCLM) which references a section in the proposed but not adopted legislation from the recent Technical Corrections Bill. In this legislation, it is my understanding that House leadership included a provision to reallocate \$15 million previously allocated to the NCLM to a software development project with firm called SimplySolv. The letter from the NCLM is inaccurate and misleading. A copy of the response from Matthew Dolge can be found at www.ptrc.org or by emailing kmitchell@ptrc.org.
- b) Mr. Alvin Foster drafted a letter response to the NCLM that was presented to the Executive Committee. This letter can be found at www.ptrc.org or by emailing kmitchell@ptrc.org.
- c) Discussion around the letter was held. All members agreed to send Mr. Foster's letter to the NCLM Executive Committee.

12) Roll Call vote for the above-mentioned Action Items 1-11

- a) A motion was made by Mr. Dwight Lake.
- b) The motion was seconded by Ms. Kelly Allen.
- c) Roll call vote- Ayes: Councilwoman Marikay Abuzuaiter, Mayor Kelly Allen, Commissioner Kevin Austin, Alderwoman Renee Bryant, Council member Jim Butler, Council Member Jane Cole, Commissioner Carly Cooke, Mayor Pro Tem Monta Davis Oliver, Mayor Alvin Foster, Council Member Dwight Lake, Councilwoman Peggy Leight, Chairman Fred McClure, Commissioner Rick Morris, Commissioner Mark Richardson, Commissioner John Shaw, Commissioner Pamela Thompson, Commissioner Van Tucker, and Commissioner Marie Wood.
- d) Nays: none
- e) Action Items 1-11 are approved.

13) Executive Director's Report, Mr. Matthew Dolge, Executive Director

- a) Mr. Dolge invited everyone to the Disaster Recovery Financial Administration Training funded through the resilience funding grant. This training will take place on February 6th.
- b) The housing consortium on the eastern side of the region was not funded by HUD because the previous consortium (Burlington and Greensboro) had insufficient paperwork completed; Burlington is working through those issues now, and we will revisit funding the consortium when missing items are cleared.
- c) We were informed yesterday that PTRC is cleared as the 21st AAA in the nation to be able to bill to Medicare. The Healthy Opportunities grant has expired, but we will try to renew our certification with Medicaid in the coming year.
- d) Our tiny house has arrived! We invite you to visit it after the meeting. The closing for the church property is set for December 14; rezoning and annexation is set for December 12. We will begin moving staff over around the first of the new year.
- e) The WFD center in Asheboro will hopefully be finished by the end of this week. Career center staff will move in shortly after.

14) Around the Region, Mr. Alvin Foster, Chair

- a) Ms. Marie Wood introduced everyone to the new Mt. Airy Delegate, Commissioner Phil Thacker.

15) There being no other business, the meeting was adjourned with general consensus at 12:43 p.m.

Alvin Foster, PTRC Chair

Katie Mitchell, Clerk to the Board