

MEMBERS

Counties

Alamance
Caswell
Davidson
Davie
Forsyth
Guilford
Montgomery
Randolph
Rockingham
Stokes
Surry
Yadkin

Municipalities

Archdale
Asheboro
Bermuda Run
Bethania
Biscoe
Boonville
Burlington
Candor
Clemmons
Cooleemee
Danbury
Denton
Dobson
East Bend
Eden
Elkin
Elon
Franklinville
Gibsonville
Graham
Green Level
Greensboro
Haw River
High Point
Jamestown
Jonesville



PIEDMONT TRIAD
REGIONAL COUNCIL

Executive Committee

Agenda

Wednesday, March 6, 2024

12:00 noon

1398 Carrollton Crossing Drive, Kernersville, NC 27284

Item

ZOOM

Executive Committee
Please join my meeting from your device.
<https://zoom.us/j/97334803681>
+1 646 558 8656 US (New York)
Meeting ID: 973 3480 3681

Official

Katie Mitchell
Clerk to the Board

A. Call to Order, Welcome, Moment of Silence, and Pledge of Allegiance

Mark Richardson
Chair

B. Action Items

1) Request for approval of February 7, 2024 PTRC Executive Committee Minutes (attachment) **Mark Richardson**
Chair

2) Presentation of 22-23 PTRC Annual Comprehensive Financial Report by Thompson, Price, Scott, Adams & Co. CPAs **Greg Adams**
Partner

3) Request to authorize receipt of PTRDC re-appointments **Wendy Walker-Fox**
WED Director

4) Request to approval to apply for and accept \$53,150 in grant funds from Winston Salem **Robin Howell**
Criminal Justice Director

MEMBERS

Kernersville
King
Lewisville
Lexington
Liberty
Madison
Mayodan
Mebane
Midway
Milton
Mocksville
Mount Airy
Mt. Gilead
Oak Ridge
Pilot Mountain
Pleasant Garden
Ramseur
Randleman
Reidsville
Rural Hall
Seagrove
Sedalia
Staley
Stoneville
Summerfield
Thomasville
Tobaccoville
Trinity
Troy
Village of
Alamance
Walkertown
Wallburg
Walnut Cove
Wentworth
Whitsett
Winston-Salem
Yadkinville
Yanceyville

- | | |
|--|---|
| 5) Request for approval to enter into contract with Town of Jonesville in the amount \$49,999 | Jesse Day <i>Reg. Planning Director</i> |
| 6) Request for approval to enter into contract with Town of Jamestown in the amount of \$7540 | Jesse Day <i>Reg. Planning Director</i> |
| 7) Request for authorization to partner with NCDAAS and Queens University in the amount Of \$4300.40 for digital equity project | Adrienne Calhoun <i>AAA Director</i> |
| 8) Request for authorization to submit and accept \$1million from EPA Revolving Loan Fund | Adam Shull <i>Asst. Planning Director</i> |
| 9) Request for approval to enter into contract with City of Eden for \$4800 | Adam Shull <i>Asst. Planning Director</i> |

C. New Business

Mark Richardson
Chair

D. Roll Call Vote

Katie Mitchell
Clerk to the Board

E. Executive Director's Report

Matthew Dolge
Executive Director

F. Around the Region

At this time, Board members are asked to discuss any upcoming events or informational items that pertain to their local government or region.

Mark Richardson
Chair

G. Chairman's Remarks and Announcements

Mark Richardson
Chair

- 1) PTRC Executive Committee Meeting**
Wednesday, April 3, 2024 12noon (Lunch 11: 30a.m) **Hybrid**
- 2) PTRC Board of Delegates Meeting**
Wednesday, April 17, 2024 12noon (Lunch 11: 30a.m) **Hybrid**
- 3) 2024 PTRC Meeting Dates**

M-E-M-O-R-A-N-D-U-M

TO: PTRC Board of Delegates
FROM: Jarrod R. Hand, Finance Director
DATE: February 21, 2024
RE: Presentation of and request for approval of the Annual
Comprehensive Financial Reports for fiscal year-ended June 30,
2023

The Annual Comprehensive Financial Reports for fiscal year-ended June 30, 2023 have been provided for your review and consideration.

It is recommended that the Board of Delegates approve the Annual Comprehensive Financial Reports for fiscal year-ended June 30, 2023 as presented.

M-E-M-O-R-A-N-D-U-M

TO: PTRC Executive Committee
 FROM: Wendy Walker-Fox, Workforce & Economic Development Director
 DATE: March 6, 2024
 RE: PTRDC Board Member Re-appointments

County Representatives

As it states in the PTRDC bylaws “Twelve shall be appointed by their respective boards of county commissioners. Each county board of commissioners shall assure that municipal as well as county representatives, either elected or staff, are considered for appointment to represent that county.”

The following representatives’ terms ended in December of 2023: Casey Smith, Davidson County; Don Martin, Forsyth County; Dana Dawson, Montgomery County; and Darrell Frye, Randolph County. All members have agreed to remain on our PTRDC Board as county representatives until December 2026, except Dana Dawson, who will serve until December 2024.

| County | Delegate | Title | Term Exp |
|------------|--------------|---------------------|---------------|
| Davidson | Casey Smith | County Manager | December 2026 |
| Forsyth | Don Martin | County Commissioner | December 2026 |
| Montgomery | Dana Dawson | Vice Chairman | December 2024 |
| Randolph | Darrell Frye | County Commissioner | December 2026 |

Private Sector & Non Profit

The following Private Sector and Non-Profit Sector seats ended in December of 2023: J. Douglas Brewer, Lisa Hazlett, Chris Phelps, Von Robertson and Penny Whiteheart. All delegates have agreed to extend their terms to end in December of 2026. We currently have 3 open Private Sector and Non Profit seats.

| Business | Delegate | Title | Term Exp |
|--|-------------------|---|---------------|
| Fidelity Bank | J. Douglas Brewer | Senior Business Development Officer, VP | December 2026 |
| Nussbaum Center for Entrepreneurship | Lisa Hazlett | Director of Communications | December 2026 |
| Davidson Co. Tourism Recreation Investment | Chris Phelps | Executive Director | December 2026 |
| Robertson Builders, LLC | Von Robertson | Owner | December 2026 |
| Piedmont Triad Partnership | Penny Whiteheart | Executive Vice President | December 2026 |

ACTION REQUESTED:

Request approval for the PTRDC Board Member re-appointments.

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Robin Howell, Criminal Justice Program Director
DATE: February 26, 2024
RE: Approval for renewal funding application to City of Winston-Salem

The Criminal Justice Department requests authorization to apply for and accept \$53,150 in renewal grant funds from the City of Winston-Salem's Community Development Block Grant (CDBG) and Successful Outcomes After Release (SOAR) programs. Funds will be used to continue support staff, participant services and general operating costs of the "Project Reentry" program.

If approved, funds will be awarded for FY 2024-25 budget.

ACTION REQUESTED:

Approval to apply for and accept \$53,150 in grant funds from City of Winston-Salem.

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Jesse Day, Regional Planning Director
DATE: March 6, 2024
RE: Jonesville Master Plan

The Planning Department requests to enter into contract for professional planning services with the Town of Jonesville to complete a Jonesville Master Plan.

Jonesville Master Plan \$49,999

The Town requested support from the PTRC Planning Department to complete a Master Plan for the Jonesville utilizing grant funds from the State. The PTRC staff will assist the Town in visioning for design themes and aesthetics with public input and citizen feedback. The planning effort will also involve renderings of specific corridors and activity centers in the Town of Jonesville showing the 3-D vision for development and redevelopment emphasizing the Greenway access location and other key locations. Design workshops will be conducted where citizens and landowners can provide detailed feedback and input on the future of key areas in Town. It is anticipated that a sub-contract will be created to help with the design and visualization elements of the planning process.

The Town has approved the contract and the planning effort is scheduled to begin in April 2024 with a completion date in early 2025.

ACTION REQUESTED:

Request for approval to enter into contract with the Town of Jonesville for \$49,999 split between the current FY and the FY 24-25 year.

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Jesse Day, Regional Planning Director
DATE: March 6, 2024
RE: Jamestown GIS Mapping Services

The Planning Department requests to enter into contract for geographic information system (GIS) services with the Town of Jamestown.

Jamestown GIS Mapping & Training Services - \$7,540

The Town requested GIS mapping and training from the PTRC Planning Department. PTRC staff will assist the Town in organizing and cleaning up of its GIS database. The Town’s current system prevents Town staff from using the most current data in an efficient manner. PTRC will create a new file geodatabase to host all existing Town datasets, an archiving system, and new infrastructure layers for water, sewer, and stormwater data. PTRC will also upgrade the Town’s software from ArcGIS Desktop to ArcGIS Pro and train Town staff how to use ArcGIS Pro.

The Town has approved the contract and the planning effort is scheduled to begin in March 2024 with a completion date of May 2024.

ACTION REQUESTED:

Request for approval to enter into contract with the Town of Jamestown for \$7,540 to be billed all in FY 23-24.

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Adrienne Calhoun, Director, PTRC Area Agency on Aging
DATE: March 6, 2024
RE: Request authorization to partner with NC Division of Aging and Adult Services and Queens University to rollout *Ageless Digital Access: Shift/Control Pilot Project* seeking to address digital inequities amongst aging adults in North Carolina. The pilot-project expands from November 14, 2023 – June 25, 2024 in the amount of \$4300.40.

In response to the once-in-a-lifetime opportunity presented by the Digital Equity Act, the NC Division of Aging and Adult Services and Queens University received a grant to address digital access in older adults.

The specific expectations for participation in the pilot-project include the following activities:

- Commitment to participate in a working group providing feedback on the four phases of the Ageless Digital Access Toolkit pilot: the development phase, implementation (e.g., training) phase, curriculum and training evaluation phase, and refinement phase.
- Availability and willingness to participate in working groups will involve scheduled virtual sessions (typically, twice a month; 2 hours each session) in which we will seek your input, feedback, insights, and engaged participation on guided exercises to maximize use ability, relevance, and sustainability of the Ageless Digital Access Toolkit by digital navigators within the context of your specific organization.
- Commitment to a monthly one-hour virtual meeting with the project manager to review project progress and collaborate within working groups.

ACTION ITEM #7 CONTINUED

- Recruit select organizational staff and aging adults who engage in programming at your organization/entity to participate in 1-3 working group sessions with you to ensure we gain valuable input from relevant stakeholders.

- Collect and provide requested information requests (e.g., surveys, review of particular components of the Toolkit) in a timely manner throughout the pilot program.

- Engagement in the above activities and any other activities deemed necessary and relevant to the pilot project, recognizing that meeting frequency and responsibilities may be subject to change and any modifications to expected activities will be communicated in advance. We anticipate an average monthly time commitment of 15-20 hours dedicated.

A mini-grant of \$4,300.40 will be provided in 2 installments to compensate for participation in and completion of the items described above.

ACTION REQUESTED: Request authorization to partner with NC Division of Aging and Adult Services and Queens University to rollout *Ageless Digital Access: Shift/Control Pilot Project* seeking to address digital inequities amongst aging adults in North Carolina. The pilot-project expands from November 14, 2023 – June 25, 2024 in the amount of \$4300.40.

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Adam Shull, Regional Planning Assistant Director
DATE: 3/6/2024
RE: Request Authorization to Submit, and If Awarded Receive, a \$1 million Supplemental Funding Request to the U.S. Environmental Protection Agency's Brownfields Revolving Loan Fund program.

PTRC's Regional Planning Department is seeking approval to apply for, and if awarded receive, a U.S. EPA Brownfields Revolving Loan Fund supplemental funding award of \$1 million. These funds would recapitalize an existing Brownfield RLF Coalition, for which the PTRC is the lead coalition member. Launched in 2023, this RLF Coalition (titled the Piedmont Triangle RLF Coalition) serves a 23-county area in North Carolina and Virginia with favorable loans to incentivize the safe clean up and sustainable reuse of brownfield sites. Its initial funding totaled \$1 million available for loans and subgrants.

In February, the Brownfield RLF Coalition closed on its first loan – one for \$750,000 to 450 Polo, LLC, which is redeveloping a vacant brownfield site on Polo Road in Winston-Salem into condos and student housing. Plans are for the units to open in fall of this year.

To be eligible for a FY24 supplemental funding award of up to \$1 million, current RLF programs had a March 15, 2024, deadline to execute at least one loan and to have less than 35% of its initial award uncommitted. The Piedmont Triangle RLF Coalition met these thresholds in February and has a March 15 deadline to submit a supplemental funding request. No matching funds are required.

Also, \$250,000 in RLF funds remain available as subgrants to nonprofits and public entities, including local governments, for clean-up activities on brownfield sites in the coalition's 23 counties. The eligible area is the PTRC's 12 counties, the seven counties in the Central Pines Regional Council region, and four counties in the West Piedmont Planning District Commission in Virginia.

ACTION REQUESTED: The PTRC Regional Planning Department requests authorization to apply for, and if awarded receive, a Brownfield RLF Supplemental Funding request from the U.S. Environmental Protection Agency for \$1 million.

M-E-M-O-R-A-N-D-U-M

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Adam Shull, Regional Planning Assistant Director
DATE: March 6, 2024
RE: Authorization to Enter Into Contract to Assist the City of Eden to Apply For Two Grants: a Golden LEAF Flood Mitigation Program grant and a Division of Water Resources Development Grant.

The Regional Planning Department requests to contract with the City of Eden for grant preparation assistance. After the City's recent submission to the Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) program, there are matching grants to be completed to support the BRIC project work.

A team within PTRC's Regional Planning Department will help prepare applications to Golden LEAF Foundation's Flood Mitigation Program and to NC DEQ's Water Resources Development Grant Program.

The Golden LEAF application will be a roughly \$1 million request to construct new, and improve existing, stormwater infrastructure, including natural drainage infrastructure near the convergence of the Dan and Smith Rivers. No match required. The deadline is March 5.

The Water Resources Development application will request \$350,000 to fund stream restoration work along the rivers where greenway sections are planned. This program has a rolling application deadline and the team plans to submit in early April.

All of the grant requests support a project titled, *"Repairing shoreline and siphon system for "greener rivers" in the City of Eden."*

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

ACTION ITEM #9 CONTINUED

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.

A team within PTRC's Regional Planning department is prepared to offer the following services:

- Lead on all grant writing and managing the application process;
- Navigating, and submitting within, the grant portals;
- Serving as a liaison with each granting source staff contact; and
- Leading any grant development project meetings.

The timeline for this work can begin immediately and be completed by April 30, 2024, if not sooner.

The PTRC can accomplish this contract for a total cost not to exceed \$4,800. Any required travel would be reimbursed at the federally approved rate.

ACTION REQUESTED:

The Planning Department requests approval to enter into contract providing grant preparation services for the City of Eden for a cost not to exceed \$4,800.



2024 Meeting Dates

1398 Carrollton Crossing Drive

Kernersville, NC 27284

12noon

| PTRC Executive Committee 1st Wednesday | PTRC Board of Delegates 3rd Wednesday |
|--|---|
| January – none | January – none |
| February 7, 2024 | February 21, 2024 |
| March 6, 2024 | March – none |
| April 3, 2024 | April 17, 2024 |
| May 1, 2024 | May – none |
| June 5, 2024 | June 19, 2024 |
| July – none | July – none |
| August 7, 2024 | August 21, 2024 |
| September 4, 2024 | September – none |
| October 2, 2024 | October 16, 2024 |
| November 6, 2024 | November – none |
| December 4, 2024 | December 18, 2024 |