

Counties

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

Municipalities

Archdale
Asheboro
Bermuda Run
Bethania
Biscoe
Boonville
Burlington
Clemmons
Cooleemee
Danbury
Denton
Dobson
East Bend
Eden
Elkin
Elon
Franklinville
Gibsonville
Graham
Green Level
Greensboro
Haw River
High Point
Jamestown
Jonesville
Kernersville
King
Lewisville
Lexington
Liberty
Madison
Mayodan
Mebane
Midway
Mocksville
Mount Airy
Mt. Gilead
Oak Ridge
Pilot Mountain
Pleasant Garden
Ramseur
Randleman
Reidsville
Rural Hall
Seagrove
Staley
Stokesdale
Stoneville
Summerfield
Thomasville
Tobaccoville
Trinity
Troy
Village of Alamance
Walkertown
Walnut Cove
Wentworth
Whitsett
Winston-Salem
Yadkinville
Yanceyville



Piedmont Triad Regional Council Executive Committee

Agenda

Wednesday, September 4, 2013

12:00 noon

Paul J. Ceiner Botanical Gardens
215 South Main Street Kernersville, NC

Item

Lunch

Please note the 11:45 a.m. start time and join us as you are able. RSVP to Cassidy Norris at (336) 761-2111 (ext. 4128) or by email at cnorris@ptrc.org. The Executive Committee RSVP telephone line may also be used at (336) 608-3580.

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

B. Approval of Minutes

Request for approval of August 7, 2013 PTRC Executive Committee Minutes (handout)

C. Action Items

- 1) **Authorization to partner with Jewell Engineering Consultants, P.C., on the proposed Watershed administration project for the Mills River watershed**
- 2) **Authorization to apply for US EPA 2013 205(j) water quality planning funds**
- 3) **Request for approval to enter into an Agreement with the lowest bidder for the Installment Loan for PTRC's new Building**

D. Executive Director's Report

E. Old Business

Official

Cassidy Norris
Program Assistant

Darrell Frye
Chair

Darrell Frye
Chair

Cy Stober
Water Resources
Manager

Cy Stober
Water Resources
Manager

Matthew Dolge
Executive Director

Matthew Dolge
Executive Director

Darrell Frye
Chair

F. New Business

Darrell Frye
Chair

G. Informational Items

Matthew Dolge
Executive Director

1) Building Update

H. 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.

Darrell Frye
Chair

I. Chairman's Remarks and Announcements

Darrell Frye
Chair

- 1) PTRC Executive Committee Meeting**
Wednesday, October 2, 2013, 11:45 a.m.
Paul J. Ceiner Botanical Gardens
- 2) PTRC Board of Delegates Meeting**
Wednesday, October 16, 2013, 11:45 a.m.
Paul J. Ceiner Botanical Gardens
- 3) 2014 PTRC Meeting Dates** *(attached)*
- 4) 2013 PTRC Meeting Dates** *(attached)*

J. Adjournment

Darrell Frye
Chair

ACTION ITEM #1

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Cy Stober, Water Resources Manager
DATE: September 4, 2013
RE: Authorization to partner with Jewell Engineering Consultants, P.C., on the proposed watershed administration project for the Mills River watershed

The Carolina Mountain Land Conservancy recently distributed a Request For Proposals for administrative and engineering services that will allow them to be eligible for US EPA 319 watershed plan implementation funds and satisfy a Surface Water Supply Protection grant they received from the NC Clean Water Management Trust Fund. The PTRC Planning Department was contacted by Jewell Engineering Consultants, P.C., of Kernersville, NC, to partner with them on a proposal to fully respond to the RFP to ensure that CMLC will meet federal and state requirements. The PTRC was contacted due to its experience on other watershed planning efforts throughout the region, and, if awarded will provide administrative services for the project.

The Mills River watershed is located in the French Broad River Basin in Transylvania and Henderson County. The Land-Of-Sky Council of Governments is not pursuing this project, and supports our involvement with the proposed project. The proposed project cost is approximately \$39,000, and will support time for two PTRC employees. If awarded funding, the staff will return to the Board of Delegates to receive authorization to contract with Jewell Engineering Consultants, P.C.

ACTION REQUESTED:

The staff requests authorization from the Board of Delegates to proceed with proposed project in partnership with Jewell Engineering Consultants, P.C.

ACTION ITEM #2

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Cy Stober, Water Resources Manager
DATE: September 4, 2013
RE: Authorization to apply for US EPA 205(j) water quality planning funds

The US EPA allocates funds annually to Lead Regional Organizations to address water quality needs through planning and administrative services. The 2013 Request For Proposals was announced in July 2013. Funds total \$97,200 to be distributed statewide and proposals are due to the NC Division of Water Resources September 17, 2013. Following internal discussion, the leading project candidates are:

- 1) Enhancing the Elkin Water Supply Plan grant project to a more fully-realized nine-element local watershed plan;
- 2) A Stormwater Small Area Plan for the Uptown Lexington District; or
- 3) Initiating and support the creation of a Dan River Basin water quality monitoring network.

ACTION REQUESTED:

The PTRC Planning Department staff requests authorization to apply for one project for no more than \$25,000. No cash contributions will be required, although 205j funds only support 10.8% of indirect costs.

ACTION ITEM #3

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Matthew Dolge, PTRC Executive Director
DATE: September 4, 2013
RE: Request for approval to enter into an agreement with the lowest bidder for the
Installment Loan for PTRC's New Building

On August 21, 2013, the Board of Delegates authorized the Executive Committee to negotiate a best interest installment loan up to \$350,000 to acquire low voltage wiring and other associated improvements to the property located at 1398 Carrollton Crossing, Kernersville, NC, as allowed by GS 160A-475. Attached is our attorney's legal opinion.

The PTRC staff has advertised an RFP for the installment loan. See attached.

The loan will be a total of \$350,000 for the following:

1. Low Voltage system: \$282,000
2. Change orders: \$ 61,136
3. Exterior signage: \$ 6,864

ACTION REQUESTED:

Request for approval to enter into an agreement with the lowest responsible bidder. Bids will be received on September 3, 2013

ACTION ITEM #3 CONT. (RFP)



PIEDMONT TRIAD REGIONAL COUNCIL

400 WEST FOURTH STREET, SUITE 400
WINSTON-SALEM, NC 27101
(336) 761-2111

2216 WEST MEADOWVIEW ROAD, SUITE 201
GREENSBORO, NC 27407
(336) 294-4950

MATTHEW L. DOLGE • EXECUTIVE DIRECTOR

TO: Interested Financial Institutions
FROM: Matthew Dolge, Executive Director
SUBJECT: Request for Installment Loan Proposals
DATE: August 23, 2013

The Piedmont triad Regional Council (PTRC) was formed on July 1, 2011, by the combination of the Northwest Piedmont Council of Governments and the Piedmont Triad Council of Governments. This twelve-county region has a combined history of over forty years of operation and is a local government under the provisions of the NCGS 160-A and is governed by the fiscal provisions of the State of North Carolina under NCGS 159.

The PTRC is constructing a central office building at 1398 Carrollton Crossing, Kernersville, NC in order to house the consolidated offices of the two Council of Governments. The purpose of the installment loan is to acquire Low voltage wiring and other associated improvements to the property as allowed by GS 160A-475.

The PTRC is inviting your proposal on this installment loan and to offer your lowest interest rate with the following conditions:

1. The amount of the loan is \$350,000. The PTRC plans to commit 20% from our fund balance in support of this loan.
2. The desired term is five years.
3. The interest rate is to be fixed for the term and calculated on a 365-day basis. The proceeds from this loan will qualify for tax-exempt status. Interest rates should reflect quotes for bank qualified only.
4. PTRC prefers to have the right to prepay the loan in whole or in part at anytime without penalty.
5. A commitment for the loan will be needed by September 3, 2013. Final closing may take place after that date.
6. The successful bidder will be required to submit all appropriate documents to successfully close this loan.
7. All additional costs associated with this loan should be listed.

ACTION ITEM #3 CONT. (RFP)



PIEDMONT TRIAD REGIONAL COUNCIL

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GREENSBORO, NC 27407
(336) 294-4950

MATTHEW L. DOLGE • EXECUTIVE DIRECTOR

The PTRC reserves the right to judgmentally select the successful bidder and the financing arrangements that best meet the needs of the PTRC. The selection will be based heavily on the absolute lowest bid. The PTRC will be provided a document package and an amortization schedule detailing principal and interest costs for review by our counsel. The PTRC reserves the right to accept or reject any or all bids.

The bid proposals shall be either mailed to Matthew Dolge, PTRC Executive Director, at 400 West Fourth Street, Suite 400, Winston-Salem, NC 27101, faxed to 336-761-2111, or hand delivered to same address as above.

The bid proposals will be received until 2:00 pm September 3, 2013. At that time there will be a public opening of the bids. This meeting will be held at PTRC's offices 400 West Fourth Street, Suite 400, Winston-Salem, NC 27101. If you require additional information please contact me at 336-761-2111 or email at mdolge@ptrc.org or my Finance Director, Robin Shelton, at 336-761-2111 or email at rshelton@ptrc.org.

Thank you for your interest in this loan.

Attachments: Charter of the Piedmont Triad Regional Council
PTRC Combined Financial Statements – June 30, 2011
PTRC Budget Ordinance – June 20, 2012

ACTION ITEM #3 CONT. (Legal Opinion)

From: Ginger Booker [<mailto:gbooker65@gmail.com>]
Sent: Monday, August 19, 2013 3:09 PM
To: Matthew Dolge; Dave Harris
Cc: Jarrod Hand
Subject: Loan to Finance Low Voltage Wiring

Matthew and David - As David knows, I just heard from Ms. Millonzi at the UNC School of Government. She confirms that Option B that I wrote her about last week, after talking with Mr. Mcgilvray at the LGC, is a feasible way to finance the low voltage wiring.

To recap: There is a specific statute that allows local governments to finance real or personal property by means of an installment contract that takes a security interest in the property. This is GS 160A-20(h) which I wrote about earlier. It identifies 20 kinds of local government entities as eligible under this provision, but not COGs. That was Option A. (See Note at end)

I contacted Ms. Millonzi again and outlined Option B -- using GS 160A-475 to support financing of the low voltage project. GS 160A-475 is the statute under which the original loan for the property and building was structured and approved by the LGC. It states in part:

"160A-475. Specific powers of council

The charter may confer on the regional council any of the following powers: . . .

(7a) For the purpose of meeting the regional council's office space and program needs, to acquire real property by purchase, gift, or otherwise, and to improve that property. The regional council may pledge real property as security for indebtedness used to finance acquisition of that property or for improvements to that real property, subject to approval of the Local Government Commission as required under GS 159-153."

We now all concur that the low voltage wiring may be financed under this section of 106A-475 for an amount less than \$500,000 over a 3-5 year period.

- PTRC already has a 160A-475 installment contract for the purchase of land and construction of the building approved by the LGC.
- Low voltage wiring can be considered an "improvement" to the property as provided by the statute

Thus, as long as the wiring is an improvement to the real property, the COG should be able to structure a loan to finance all or a portion of the cost of the wiring and to pledge the property as security under GS 160A-475.

Ginger

Virginia G. Booker
Attorney at Law

Note: I also referred to an advisory letter from the Attorney General that says COGs can perform services for local governments for certain limited purposes. But that is limited to the provision of services (such as GIS) authorized by its member governments - not purchasing of property or improvements.

**PTRC Board of Delegates and
PTRC Executive Committee Meeting Dates 2014
Location TBA
12:00 noon
Kernersville, NC**

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
January - none	January - none
February 5, 2014	February 19, 2014
March 5, 2014	March - none
April 2, 2014	April 16, 2014
May 7, 2014	May 21 - none
June 4, 2014	June 18, 2014
July - none	July - none
August 6, 2014	August 20, 2014
September 3, 2014	September - none
October 1, 2014	October 15, 2014
November 5, 2014	November - none
December 3, 2014	December 17, 2014

**PTRC Board of Delegates and
PTRC Executive Committee Meeting Dates**

2013

**Paul J. Ciener Botanical Gardens
215 South Main Street
Kernersville, NC
12:00 Noon**

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
January – None	January – None
February – Wednesday, February 6, 2013	February, Wednesday, February 20, 2013
March – Wednesday, March 6, 2013	March – None
April – Wednesday, April 3, 2013	April - Wednesday, April 17, 2013
May – Wednesday, May 1, 2013	May – None
June – Wednesday, June 5, 2013	June - Wednesday, June 19, 2013
July – None	July – None
August – Wednesday, August 7, 2013	August - Wednesday, August 21, 2013
September - Wednesday, September 4, 2013	September – None
October - Wednesday, October 2, 2013	October - Wednesday, October 16, 2013
November - Wednesday, November 6, 2013	November – None
December - Wednesday, December 4, 2013	December - Wednesday, December 18, 2013