

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  
 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  
 Stokesdale  
 Stoneville  
 Summerfield  
 Thomasville  
 Tobaccoville  
 Trinity  
 Troy  
 Village of Alamance  
 Walkertown  
 Wallburg  
 Walnut Cove  
 Wentworth  
 Winston-Salem  
 Yadkinville  
 Yanceyville



# Piedmont Triad Regional Council Executive Committee

## Agenda

Wednesday, October 7 2015

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive

Kernersville, NC 27284

### Item

### Official

#### **Lunch**

*Please note the 11:45 a.m. lunch start time and join us as you are able. RSVP to Cassidy Pritchard at (336) 904-0345 or by email at cpritchard@ptrc.org*

**Cassidy Pritchard**  
*Program Assistant*

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

**Molly Leight**  
*Chair*

#### **B. Action Items**

**1) Request for approval of August 5, PTRC Executive Committee Minutes (*handout*)**

**Molly Leight**  
*Chair*

**2) Request for authorization to apply for \$64,000 in funding from the Bob Barker Company Foundation**

**Robin Howell**  
*Criminal Justice Programs Director*

**3) Request for authorization for PTRC's Workforce Development Board to receive FY 2015-2016 funding channeled to Forsyth County, from the Department of Transportation Rural Operating Assistance Program (ROAP)**

**William Pass**  
*Workforce Development Assistant Director*

**4) Request for re-authorization to apply for up to \$500,000 in EPA Brownfields Assessment Coalition Program funding by October or November 2015**

**Paul Kron**  
*Regional Planning Director*

#### **C. Executive Director's Report**

**Matthew Dolge**  
*Executive Director*

**1) Department of Commerce EDA Investment (*attachment*)**

#### **D. Old Business**

**Molly Leight**  
*Chair*

**E. New Business**

**Molly Leight**  
*Chair*

**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.*

**Molly Leight**  
*Chair*

**G. Chairman's Remarks and Announcements**

**Molly Leight**  
*Chair*

- 1) **PTRC Executive Committee Meeting**  
Wednesday, November 4, 2015, 11:45 a.m.  
**Piedmont Triad Regional Council**  
**1398 Carrollton Crossing Drive**  
**Kernersville, NC 27284**
- 2) **PTRC Board of Delegates Meeting**  
Wednesday, October 21, 2015, 12:00 p.m.  
**Piedmont Triad Regional Council**  
**1398 Carrollton Crossing Drive**  
**Kernersville, NC 27284**
- 3) **2015/2016 PTRC Meeting Dates** *(attached)*

**H. Informational Items**

**Molly Leight**  
*Chair*

- 1) **Criminal Justice Monitoring Review**

## **ACTION ITEM #2**

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Robin Howell, Criminal Justice Programs Director  
DATE: October 7, 2015  
RE: Request for authorization to apply for \$64,000 in funding from the Bob Barker Company

The Criminal Justice Department requests authorization to apply for \$64,000 in grant funds from the Bob Barker Company Foundation, the community outreach division of the NC-based detention supplies producer. Funds will be used to support staff salaries, travel and general operating costs of the "Project Reentry" program.

The application for Bob Barker Company Foundation funding is due for submission in October 2015.

## **ACTION ITEM #3**

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: William Allen Pass, Workforce Development Assistant Director  
DATE: October 7, 2015  
RE: Request for authorization for PTRC's Workforce Development Board to receive FY 2015-2016 funding channeled to Forsyth County, from the Department of Transportation Rural Operating Assistance Program (ROAP)

Forsyth County is the recipient of the State of North Carolina Department of Transportation's Rural Operating Assistance Program (ROAP) funding for FY 2015-2016. Forsyth County received a total of \$62,575.00 funding for the Rural Operating Assistance Program (ROAP) and they are requesting to enter into an agreement with Piedmont Triad Regional Council's Workforce Development Board to provide transportation assistance for individuals enrolled with the Workforce Development Program and/or NCWorks Career Center. The NW Piedmont Workforce Development Board will utilize the funding by purchasing and distributing bus passes to assist with transportation needs for those participating in employment and training related activities.

This is the third consecutive year Piedmont Triad Regional Council's Workforce Development Board has been the recipient of Forsyth County's ROAP funding. For FY 2014-2015, \$19,350.00 in ROAP funding was received and expended by the Board which assisted job seekers with a total of 3,520 trips for employment and training related activities.

## **ACTION ITEM #4**

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Paul Kron, Regional Planning Director  
DATE: October 7, 2015  
RE: EPA Brownfields Assessment Coalition Grant Program Application

The PTRC Planning Department requests re-authorization to apply for up to \$500,000 in EPA Brownfields Assessment Coalition Program funding by October or November 2015. If our proposal is funded, approximately 88% of funds will flow through to participating communities and 12% will be used by PTRC for planning and administration. We will request your approval to contract with the US EPA if the project is funded.

A brownfield is any real property – the expansion, reuse or redevelopment of which – may be complicated by the presence or potential presence of environmental contamination. In October 2013, the Piedmont Triad Regional Council (PTRC) received a 3-year, \$600,000 EPA Brownfield Assessment Coalition Grant. Current program efforts are focused on identifying brownfield sites in coalition communities along the B-85/I-85 Corridor in Archdale, Greensboro, Jamestown, Lexington, Thomasville and Trinity – and the 3 Counties in which they are located – Davidson, Guilford and Randolph.

Our 2015 proposal will focus program efforts along the US52 Corridor in Mount Airy, Pilot Mountain, King, Tobaccoville, Rural Hall and Winston-Salem – and the 3 Counties in which they are located – Surry, Stokes and Forsyth. Top priority sites may receive funding for Phase I and II Environmental Site Assessments. Eligible sites with the greatest potential for redevelopment may also receive funding to conduct clean-up and re-use planning and assistance with the development of a Letter of Agreement with the NC Brownfields Program to remove liability from non-contributing prospective developers. Catalyst projects are intended to improve quality of life, increase tax base and create jobs while protecting public health and the environment. Emphasis will be given to areas posing the most risk to human health and the environment, yet with the most potential for redevelopment and reuse.

## ACTION ITEM #4 (CONT.)



### The Ask

The Piedmont Triad Regional Council (PTRC) is seeking municipal and county US52 Corridor Coalition Partners, to participate in a proposed 3-year, \$600,000 Environmental Protection Agency Brownfield Assessment Coalition Grant. The grant will enable PTRC to continue building a regional brownfields assessment and redevelopment program for the Piedmont Triad, in partnership with its local government members, the NC Brownfields Program and EPA.

### What's a Brownfield?

Any real property - the expansion, reuse or redevelopment of which - may be complicated by the presence or potential presence of environmental contamination.

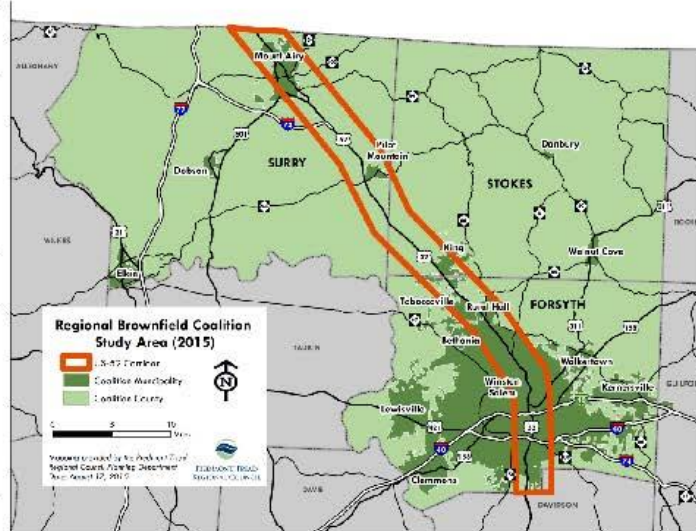
### The Purpose

The PTRC Brownfields Program facilitates the assessment and cleanup planning of idled or underused sites and provides strategic investments to stimulate the redevelopment of mills, gas stations, vehicle repair facilities, dry cleaners, and other potential brownfield sites. Catalyst projects are intended to improve quality of life, increase tax base and create jobs while protecting public

health and the environment. Emphasis will be given to areas posing the most risk to human health and the environment, yet with the most potential for redevelopment and reuse.

### The Process

Initial program efforts will be focused on identifying brownfield sites in communities along the US52 corridor in Mount Airy, Pilot Mountain, King, Tobaccoville, Rural Hall and Winston-Salem - and the 3 Counties in which they are located - Surry, Stokes and Forsyth. Top priority sites may be eligible to receive funding for Phase I and II Environmental Site Assessments. Sites with the greatest potential for redevelopment may also receive funding for assistance with clean-up and re-use planning, membership in the NC Brownfields Program, and the development of a Letter of Agreement with the NC Department of Environment and Natural Resources, to remove liability from non-contributing prospective developers.



### Contact Information

For more information about this exciting regional initiative contact Paul M. Kron, PTRC Regional Planning Director - [pkron@ptrc.org](mailto:pkron@ptrc.org) - 336.904.0300 - [www.ptrc.org/brownfields](http://www.ptrc.org/brownfields)

# EXECUTIVE DIRECTOR'S REPORT

SEP 16 2015



U.S. DEPARTMENT OF COMMERCE  
Economic Development Administration  
ATLANTA REGIONAL OFFICE  
401 West Peachtree Street, N.W.  
Suite 1820  
Atlanta, Georgia 30308-3510

Mr. Matthew Dolge  
Executive Director  
Piedmont Triad Regional Development Corporation  
1398 Carrollton Crossing Drive  
Kernersville, North Carolina 27284

Subject: Investment No. 04-83-07097

Dear Mr. Dolge:

I am pleased to inform you that the Department of Commerce's Economic Development Administration (EDA) has approved your application for a \$189,000 EDA investment to support Piedmont Triad Regional Development Corporation's Partnership Planning program.

Enclosed are two signed copies of the Financial Assistance Award. Your agreement to the terms and conditions of the award should be indicated by the signature of your principal official on each of the signed copies of the Financial Assistance Award. One of the executed copies should be returned to H. Philip Paradise, Jr., Regional Director, Atlanta Regional Office, Economic Development Administration, 401 West Peachtree Street, N.W., Suite 1820, Atlanta, Georgia 30308-3510. If not signed and returned within 30 days of receipt, EDA may declare the Award null and void.

Please do not make any commitments in reliance on this award until you have carefully reviewed and accepted the terms and conditions. Any commitments entered into prior to obtaining the approval of EDA in accordance with its regulations and requirements will be at your own risk.

EDA's mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. EDA implements this mission by making strategic investments in the nation's most economically distressed communities that encourage private sector collaboration and creation of higher-skill, higher wage jobs. EDA investments are results driven, embracing the principles of technological innovation, entrepreneurship and regional development.

I share your expectations regarding the impact of this investment and look forward to working with you to meet the economic development needs of your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "H. Paradise, Jr.", written over a horizontal line.

H. Philip Paradise, Jr.  
Regional Director

Enclosures

# INFORMATIONAL ITEM



**Community and Business  
Development Department**

City of Winston-Salem  
P.O. Box 2511  
Winston-Salem, NC 27102  
CityLink 311 (336.727.8000)  
Fax 336.727.2878  
[www.cityofws.org](http://www.cityofws.org)

August 25, 2015

Mr. Matthew Dolge, Executive Director  
Piedmont Triad Regional Council of Governments  
1398 Carrollton Crossing Drive  
Kernersville, NC 27284

Re: Monitoring Review

Dear Mr. Dolge:

On May 6, 2015, Ms. Diane Greer met with Ms. Robin Howell, Criminal Justice Department Director, Ms. Robin Shelton, Finance Director, and Ms. Anne Nance, Accounting Technician for a review of Project Re-Entry's financial files. Ms. Wanda Nichols met with Ms. Rebecca Sauter, Project Re-Entry Director, Mr. Michael Thomas, Project Re-Entry Coordinator, and Ms. Tonja Fultz, Employment Specialist for a site review of the program at the Goodwill office location. The following is a summary of the monitoring visit.

Project Re-Entry provides pre-release and post-release transitional services for ex-offenders returning to Forsyth County after completing active prison sentences. The program helps ex-offenders rehabilitate and become successful members of the community, while promoting community safety. An assigned case manager conducts specific assessments, selects participants, provides case management and arranges clinical services.

Ms. Nichols discussed eligibility requirements of participants of the program with Ms. Sauter, and proper participant documentation. Eight (8) participant files were reviewed for compliance (D. Beasley, T. Boone, J. Chadwick, J. Elliott, R. Hunter, A. Jones, W. Meadows, and L. Sweatman). All files reviewed had satisfactory documentation of eligibility. Extensive documentation of services and follow-up to clients was found in each file reviewed. Periodic progress reports have been submitted to the City on a timely basis and indicate operation within proposed service levels.

The pre-visit review showed that Piedmont Triad Regional Council has submitted a total of three requests under the FY15 Project Re-Entry grant, totaling \$15,481.44, leaving a balance of \$2,018.56. Ms. Greer reviewed financial and grant management procedures with Ms. Howell, Ms. Shelton, and Ms. Nance and determined that they are acceptable. A printout of the general ledger for Project Re-Entry was obtained.

**CityLink311**  
Call 311 or 336-727-8000  
[citylink@cityofws.org](mailto:citylink@cityofws.org)

City Council: Mayor Allen Joiner; Vivian H. Burke, Mayor Pro Tempore, Northeast Ward; Denise D. Adams, North Ward; Dan Besse, Southwest Ward; Robert C. Clark, West Ward; Molly Leight, South Ward; Jeff MacIntosh, Northwest Ward; Derwin L. Montgomery, East Ward; James Taylor, Jr., Southeast Ward; City Manager: Lee D. Garry



## INFORMATIONAL ITEM (CONT.)

Mr. Matthew Dolge, Executive Director  
August 25, 2015  
Project Re-Entry – Monitoring Review  
Page 2

Ms. Greer selected two expenditures and verified that the invoices had been approved and corresponded to the general ledger. Grant tracking and records of invoices to the City were in order and pertinent documents were in place. Files are secured through locked filing cabinets and locked offices. Piedmont Triad Regional Council provided copies of the audit for the fiscal year ended June 30, 2014 and current accounting policies and procedures.

We are pleased to report that no findings or concerns were found during this monitoring review period. Thank you for your time and assistance during the visit and for your ongoing assistance in the administration of the program. If you have any questions, please contact me at (336) 734-1310 or [mellinp@cityofws.org](mailto:mellinp@cityofws.org) or Wanda Nichols at (336) 734-1307 or [wandan@cityofws.org](mailto:wandan@cityofws.org).

Sincerely,



Mellin L. Parker  
Planning Senior Project Supervisor

c: D. Ritchie Brooks, Director  
Tim West, CBD Program Supervisor  
Diane Greer, CBD Program Coordinator  
Wanda Nichols, CBD Program Coordinator

# Meeting Dates 2015

1398 Carrollton Crossing Drive  
Kernersville, NC 27284

12:00 noon

<b>PTRC Executive Committee 1<sup>st</sup> Wednesday</b>	<b>PTRC Board of Delegates 3<sup>rd</sup> Wednesday</b>
<del>August 5, 2015</del>	<del>August 19, 2015</del>
<del>September 2, 2015</del>	<del>September - none</del>
October 7, 2015	October 21, 2015
November 4, 2015	November - none
December 2, 2015	December 16, 2015

# Meeting Dates 2016

<b>PTRC Executive Committee 1<sup>st</sup> Wednesday</b>	<b>PTRC Board of Delegates 3<sup>rd</sup> Wednesday</b>
January - none	January - none
February 3, 2016	February 17, 2016
March 2, 2016	March - none
April 6, 2016	April 20, 2016
May 4, 2016	May - none
June 1, 2016	June 15, 2016
July - none	July - none
August 3, 2016	August 17, 2016
September 7, 2016	September - none
October 5, 2016	October 19, 2016
November 2, 2016	November - none
December 7, 2016	December 21, 2016