

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
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 Board of Delegates Agenda

Wednesday, February 17, 2016

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive
Kernersville, NC 27284

Item

Lunch

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

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

B. Presentations

- 1) Focus on Members- Town of Biscoe
- 2) Update on the NC Economic Development Efforts

C. Consent Items

- 1) Request for approval of December 16, 2015 PTRC Board of Delegates Minutes (*handout*)
- 2) Request for authorization to amend the contract with our 16 funded Family Caregiver Support Program (FCSP) and award an additional \$48,000 for direct service to be utilized March 1, 2016-May 31, 2016
- 3) Request authorization to enter into contract with the North Carolina Department of Insurance for Medicare Improvements for Patients and Providers Act 2008 (MIPPA) funding in the Amount of \$54,753 for the period of October 1, 2015 to September 30, 2016.
- 4) Request authorization to amend the State Fiscal Year 2016 Aging contract with the North Carolina Division of Aging and Adult Services and enter into contract with local funded partners for Local Contact Agency (LCA activities) in the amount of \$23,853 for the contract period of February 1, 2016 - June 30, 2016

Official

Katie Mitchell
Program Assistant

Nathaniel Hall
Chair

Jimmy Blake, Mayor
Tracy Dellinger
EDPNC

Nathaniel Hall
Chair

Adrienne Calhoun
Area Agency on Aging
Assistant Director

Adrienne Calhoun
Area Agency on Aging
Assistant Director

Adrienne Calhoun
Area Agency on Aging
Assistant Director

5) Request for authorization to enter into contract with Blue Ridge Trail Works to assist with an LTA project on the Mayo River for \$4,000

Jesse Day
*Regional Planning
Director Interim*

6) Request for authorization to amend Surry, Stokes, Yadkin, and Davie Section 8 Administrative Plan

Michael Blair
Housing Director

D. Action Items

1) Request for approval to enter into contract with Foothills Planning and Design for professional planning services for a total of \$59,500; with \$28,000 in FY 2015-2016; \$25,500 in FY 2016-2017; and \$6,000 in FY 2017-2018

Jesse Day
*Regional Planner
Director Interim*

2) Request for approval of the 2015-2016 audit Contract with Canon & Company, LLP.

Robin Shelton
Finance Director

C. Executive Director's Report

Matthew Dolge
Executive Director

D. Old Business

Nathaniel Hall, Chair

E. New Business

Nathaniel Hall, Chair

F. Around the Region

Nathaniel Hall, Chair

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

G. Chairman's Remarks and Announcements

Nathaniel Hall, Chair

1) PTRC Executive Committee Meeting
Wednesday, March 2, 2016, 11:45 a.m.
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284

2) PTRC Board of Delegates Meeting
Wednesday, April 20, 2016 12:00 p.m.
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284

3) 2016 PTRC Meeting Dates *(attached)*

H. Informational Items

Nathaniel Hall, Chair

1) Acceptance letter of our 2015 Audit by LGC

Robin Shelton
Finance Director

2) Community Development Funding Initiative

Matthew Dolge
Executive Director

CONSENT ITEM #2

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

TO: PTRC Executive Committee
FROM: Adrienne Calhoun, Assistant Director, Area Agency on Aging
DATE: February 17, 2016
RE: Request authorization to amend the contract with our 16 funded Family Caregiver Support Program (FCSP) service providers and award an additional \$48,000 for direct service to be utilized March 1, 2016 – May 31, 2016.

We will make available \$3,000 to each currently funded partner of Family Caregiver Support Services (16) for one-time opportunity to be used to provide direct services to caregivers eligible under Family Caregiver Support Program (FCSP) programmatic criteria.

These one-time funds will become available March 1, 2016 – and must be used by May 31, 2016. These funds shall not supplant current funds, but are intended to support needed service options for caregivers. Below are the funded partners that will receive the money. There is no local match required.

Funded Partners	Amount
Friendship Adult Day Services	\$3,000
Alamance ElderCare Inc.	\$3,000
Randolph County Senior Adults Association	\$3,000
The Life Center of Davidson, Inc.	\$3,000
Randolph Hospital Home Health Services	\$3,000
Adult Center for Enrichment	\$3,000
Aging, Disability & Transit Svcs of Rockingham	\$3,000
Regional Consolidated Services	\$3,000
Caswell Senior Services	\$3,000
Senior Resources of Guilford	\$3,000
Montgomery County Council on Aging	\$3,000
Davie County Senior Services	\$3,000
Senior Services, Inc	\$3,000
Stokes County DSS	\$3,000
Surry County Health & Nutrition Center	\$3,000
New Horizons Home Care, Inc.	\$3,000
Total	\$48,000

ACTION REQUESTED:

I request authorization to amend the contract with our 16 funded Family Caregiver Support Program (FCSP) service providers and award an additional \$48,000 for direct service to be utilized March 1, 2016 – May 31, 2016.

CONSENT ITEM #3

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

TO: PTRC Executive Committee
FROM: Adrienne Calhoun, Assistant Director, Area Agency on Aging
DATE: February 17, 2016
RE: Request authorization to enter into contract with the North Carolina Department of Insurance for Medicare Improvements for Patients and Providers Act 2008 (MIPPA) funding in the amount of \$54,753 for the period of October 1, 2015 to September 30, 2016.

Area Agencies on Aging (AAA) across North Carolina are working with Senior Health Insurance Information Programs (SHIIP) to outreach to older adults and individuals who have mental or physical disabilities who are eligible for Low Income Subsidized Medicare benefits. The PTRC Area Agency on Aging has been awarded \$54,753 to provide outreach and education across the region.

This allocation will allow the AAA to identify potential beneficiaries throughout the region using various methods and targeted outreach. We will use all connections we have to leverage an increased number of people. In anticipation of this funding, we have already discussed targeting methods with SHIIP coordinators to effectively service our counties.

ACTION REQUESTED:

PTRC AAA request authorization to enter into contract for \$54,753 with the North Carolina Department of Insurance for Medicare Improvements for Patients and Providers Act 2008, (MIPPA) funding for the period October 1, 2015 to September 30, 2016.

CONSENT ITEM #4

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

TO: PTRC Executive Committee
FROM: Adrienne Calhoun, Assistant Director, Area Agency on Aging
DATE: February 17, 2016
RE: Request authorization to amend the State Fiscal Year 2016 Aging contract with the North Carolina Division of Aging and Adult Services and enter into contract with local funded partners for Local Contact Agency (LCA activities) in the amount of \$23,853.00 for the contract period of February 1, 2016 – June 30, 2016.

Federal funding has been available to help residents in skilled nursing facilities transition back to community living. This process requires a Local Contact Agency (LCA) to respond to a resident's request to discuss with someone the possibility of leaving the facility and returning to the community to live and receive services.

This process has taken place at the regional level for the last four years. Currently the position is vacant and a couple of local funded partners asked if this function could be handled at the local level. We are working with three counties to roll out this function at the local level in Alamance, Davidson, and Guilford at their request. All 12 counties had the opportunity to do the same.

The chart below shows how much funding will be made available to the 3 county partners. This allocation is based on number of beds, square mileage per county and average number of referrals over a 5 year period. There is no local match required.

County	Number of Nursing Home Beds	Square Mileage Per County	Average Number of Referrals over 5 years	Amount
Alamance	888	435	6	\$5,217
Davidson	794	566.9	6.2	\$4,796
Guilford	2422	657.7	17	\$13,840

ACTION REQUESTED:

I am requesting authorization to amend the contract with the North Carolina Division of Aging and Adult Services and enter into contract with local funded partners for Local Contact Agency (LCA activities) in the amount of \$23,853.00 for the contract period of February 1, 2016 – June 30, 2016.

CONSENT ITEM #5

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Jesse Day, Assistant Regional Planning Director
DATE: February 17, 2016
RE: Request for authorization to enter into contract with the Blue Ridge Trail Works, Inc. for professional planning services in the amount of \$4,000

The planning department requests to enter into contract with the Blue Ridge Trail Works for \$4,000 to complete a Mayo River Recreation Access Plan. The PTRC's proposed 7-month planning process will be in collaboration with the Western Rockingham Trails Committee, local towns, the Dan River Basin Association and the Piedmont Land Conservancy. The creative and dynamic plan will guide and prioritize short-term recreational access and development in the lower Mayo River. Detailed planning, landowner outreach and public input will be focused along a section of the Mayo River from US 220 Business to the confluence of the Dan River (see attached map).

Scope of Services:

- Map Design
- Marketing and Development
- Meeting Facilitation
- Community and Stakeholder Outreach
- On-Site & Remote Research

The plan will be presented to the Western Rockingham Trails Committee and the Rockingham County Board of Commissioners for recommendation and adoption at the conclusion of the planning process. In addition, the Towns of Madison, Mayodan and Stoneville will receive the report and be asked to adopt if appropriate.

ACTION REQUESTED:

Request for approval to enter into contract with the Blue Ridge Trail Works for professional planning services

CONSENT ITEM #6

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Michael Blair, Housing Director
DATE: February 3, 2016
RE: Request for authorization to amend Surry, Stokes, Yadkin and Davie Section 8 Administrative Plan

Staff is requesting the following Administrative Plan Items to be approved and amended into the plan. The primary purpose of the amendments are to manage the waiting list more effectively.

Amended Item #1 – If a Section 8 applicant comes to the top of the waiting list for a specific county but decides they wish to live in another county in our jurisdiction, they may transition onto the waiting list for the desired county for the date at which they first applied. This will help eliminate the issue of the tenant “jumping” ahead of others on the desired county wait list and increase the voucher numbers in counties with shorter waiting lists.

Amended Item #2 - Currently our Administrative Plan has no preferences and we would like to add 5 assistance preferences. Those preferences are:

- Confirmed disability (receives disability payments)
- Confirmed homeless (must have a referral from an agency working with the homeless population)
- Disabled or homeless veteran (same as above plus VA referral)
- Family with children under 16
- Elderly (62+)

Any others classifications may receive assistance but only after the five listed above have received assistance.

Amended Item #3 - Currently the Administrative Plan states that we may deny or terminate assistance based on felony criminal charges that may or may not end in conviction. We would like to change the plan to state that assistance can be denied or terminated with a conviction of felony, drug or violent crime. If the conviction was greater than 5 years ago, they are eligible for assistance.

CONSENT ITEM #6 CONTINUED

Amended Item #4 - Live-in aides will be approved annually with a written request from the tenant and a doctor's note. If a family member is to be considered a live-in aide, the doctor must provide documentation as to why that family member is the only one to provide assistance and it must be shown that the family member wouldn't be living with the tenant otherwise.

Amended Item #5 - The request for an informal hearing for reinstatement of assistance must be in writing either by mail or e-mail.

ACTION REQUESTED:

Staff requests Executive Board approval to make the above Section 8 Administrative Plan Amendments.

ACTION ITEM #1

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

TO: Board of Delegates, Piedmont Triad Regional Council
FROM: Jesse B. Day, Planning Director
DATE: February 17, 2016
RE: Professional Planning Services from Foothills Planning and Design, PLLC

The planning department requests to enter into contract with Foothills Planning and Design, PLLC to support the PTRC Brownfields Program, Development Corporation, Randolph County Strategic Plan and Waughtown Strategic Plan Implementation. Paul Kron is the principal of the firm. These projects were in process when Mr. Kron retired from the planning department and the contracts will allow Paul to continue to support these planning efforts.

PTRC Brownfields Program: \$12,000

Services:

- Solicit for and investigate potential new assessment sites;
- Conduct stakeholder outreach and engagement activities;
- Assist PTRC staff in updating the project website and on-line mapping application;
- Review and approve all EPA and DENR BF Applications, QAPPs, SSQAPPS, Phase I & II site assessments, and brownfield agreements with the NC DEQ Brownfields Program;
- Monitor and manage assessment and clean-up planning work conducted under contracts with PTRC's two environmental consultants;
- Monitor and manage work conducted by one of PTRC's environmental consultants to gather and submit site specific data via the online EPA ACRES database;
- Monitor and report on all grant expenditures by site for all program assessment projects;
- Assist PTRC staff in completing and submitting all quarterly, annual and final (close-out) project reports to EPA and NC DEQ.

Development Corporation: \$16,500

Services:

- Assist PTRC staff to conduct research and engage with governmental and business representatives; and
- Assist PTRC staff to design and facilitate and/or negotiate the formation of new economic and community development programs and initiatives as directed by the PTRC Executive Director.

ACTION ITEM #1 Continued

Randolph Strategic Plan: \$7,500

Services:

- Design and facilitate Steering Committee Meetings;
- Design and facilitate Task Force Meetings;
- Assist with public outreach and engagement activities;
- Coordinate among Task Force facilitators and members and County staff;
- Write one of three Task Force Reports;
- Assist with the integrating of Task Force Reports and writing of the final report;
- Assist with development of a final power point presentation;
- Assist with presentation of the final report to the Board of County Commissioners.

Waughtown Strategic Plan: \$23,000

Services:

- Write one of three Task Force Reports;
- Assist with the integration of Task Force Reports and writing of the final report;
- Assist with development of a final power point presentation;
- Assist with presentation of the final report to the City of Winston-Salem;
- Design and facilitate Project Implementation Committee and Sub-Committee Meetings;
- Attend meetings, conferences, summits and training sessions in support of, and as requested by, the S.G. Atkins CDC staff and/or Board;
- Assist with public outreach and engagement activities;
- Assist with identifying and writing applications for appropriate implementation grants; and
- Coordinate among Implementation Committee & Sub-Committee members, S.G. Atkins CDC staff & Board members, WSSU faculty, City of Winston-Salem staff and Elected Officials, and other community leaders, volunteers and members.

ACTION REQUESTED:

Request for approval to enter into contract with Foothills Planning and Design for professional planning services for a total of \$59,500; with \$28,000 in FY 2015-2016; \$25,500 in FY 2016-2017; and \$6,000 in FY 2017-2018

ACTION ITEM #1 Attachment

The Piedmont Triad Regional Brownfields Program **INDEPENDENT CONTRACTOR AGREEMENT**

THIS AGREEMENT is made and entered into this 1st day of February, 2016 by and between **Foothills Planning and Design, PLLC**, an independent contractor, hereinafter referred to as the “Contractor”, and the **Piedmont Triad Regional Council**, a council of governments created under the laws of the State of North Carolina, hereinafter called “PTRC”.

The Contractor’s business address is 519 South Hawthorne Road, Winston-Salem, NC 27103.

The Contractor’s Employer Identification Number (EIN) is 81-1011430.

The Contractor’s phone number is 336-287-7365 and email address is paul.kron@gmail.com.

In accordance with this mutual agreement, the Contractor will:

- Solicit for and investigate potential new assessment sites;
- Conduct stakeholder outreach and engagement activities;
- Assist PTRC staff in updating the project website and on-line mapping application;
- Review and approve all EPA and DENR BF Applications, QAPPs, SSQAPPs, Phase I & II site assessments, and brownfield agreements with the NC DEQ Brownfields Program;
- Monitor and manage assessment and clean-up planning work conducted under contracts with PTRC’s two environmental consultants;
- Monitor and manage work conducted by one of PTRC’s environmental consultants to gather and submit site specific data via the online EPA ACRES database;
- Monitor and report on all grant expenditures by site for all program assessment projects;
- Assist PTRC staff in completing and submitting all quarterly, annual and final (close-out) project reports to EPA and NC DEQ.

In accordance with this mutual agreement, the PTRC will:

- Reimburse the Contractor a total of **\$12,000** in quarterly lump-sum payments, within 30 days of the end of each quarter, in accordance with the following service schedule:
 - Quarter #1 (February-March 2016): \$ 3,000
 - Quarter #2 (April-June 2016): \$ 4,500
 - PTRC FY15-16 Sub-Total** **\$ 7,500**
 - Quarter #3 (July-September 2016): \$ 4,500
 - PTRC FY16-17 Sub-Total** **\$ 4,500**

Nothing within this agreement creates or establishes an employer and employee relationship, joint venture or partnership between the parties. The Contractor is not an agent, representative, or employee of the PTRC and will make no representations to others on its behalf. The Contractor is, and shall remain, an independent contractor under this Agreement. The Contractor understands that this contractual arrangement does not make it eligible for and does not entitle it to any special consideration for permanent employment. The Contractor shall not subcontract any portion of the work to any individual or entity without written authorization from the PTRC.

Either party may terminate this agreement by providing ten (10) days of notice in writing to the other party, effective upon receipt. In the event of termination, the PTRC shall make payment to the Consultant for all services completed as of the date of termination, and no further payment shall be due. The Contractor understands payment for services rendered is contingent upon continuing PTRC budget authorization and acceptance by PTRC of the Contractor's performance and work products.

Paul M. Kron, President
Foothills Planning & Design, PLLC

Date

Matthew Dolge, PTRC Executive Director

Date

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Robin Shelton, PTRC Finance Director

Date

ACTION ITEM #1 Attachment

Piedmont Triad Regional Development Corporation **INDEPENDENT CONTRACTOR AGREEMENT**

THIS AGREEMENT is made and entered into this 1st day of February, 2016 by and between **Foothills Planning and Design, PLLC**, an independent contractor, hereinafter referred to as the “Contractor”, and the **Piedmont Triad Regional Council**, a council of governments created under the laws of the State of North Carolina, hereinafter called “PTRC”.

The Contractor’s business address is 519 South Hawthorne Road, Winston-Salem, NC 27103.

The Contractor’s Employer Identification Number (EIN) is 81-1011430.

The Contractor’s phone number is 336-287-7365 and email address is paul.kron@gmail.com.

In accordance with this mutual agreement, the Contractor will:

- Assist PTRC staff to conduct research and engage with governmental and business representatives; and
- Assist PTRC staff to design and facilitate and/or negotiate the formation of new economic and community development programs and initiatives as directed by the PTRC Executive Director.

In accordance with this mutual agreement, the PTRC will:

- Reimburse the Contractor a total of **\$16,500** in quarterly lump-sum payments, within 30 days of the end of each quarter, in accordance with the following service schedule:
 - Quarter #1 (February-March 2016) \$ 3,000
 - Quarter #2 (April-June 2016) \$ 4,500
 - PTRC FY2015-2016 Sub-Total** **\$ 7,500**

 - Quarter #3 (July-September 2016) \$ 4,500
 - Quarter #3 (October-December 2016): \$ 4,500
 - PTRC FY2016-2017 Sub-Total** **\$ 9,000**

ACTION ITEM #1 Attachment

Nothing within this agreement creates or establishes an employer and employee relationship, joint venture or partnership between the parties. The Contractor is not an agent, representative, or employee of the PTRC and will make no representations to others on its behalf. The Contractor is, and shall remain, an independent contractor under this Agreement. The Contractor understands that this contractual arrangement does not make it eligible for and does not entitle it to any special consideration for permanent employment. The Contractor shall not subcontract any portion of the work to any individual or entity without written authorization from the PTRC.

Either party may terminate this agreement by providing ten (10) days of notice in writing to the other party, effective upon receipt. In the event of termination, the PTRC shall make payment to the Consultant for all services completed as of the date of termination, and no further payment shall be due. The Contractor understands payment for services rendered is contingent upon continuing PTRC budget authorization and acceptance by PTRC of the Contractor's performance and work products.

Paul M. Kron, President
Foothills Planning & Design, PLLC

Date

Matthew Dolge, PTRC Executive Director

Date

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Robin Shelton, PTRC Finance Director

Date

ACTION ITEM #1 Attachment

Randolph County Strategic Plan **INDEPENDENT CONTRACTOR AGREEMENT**

THIS AGREEMENT is made and entered into this 1st day of February, 2016 by and between **Foothills Planning and Design, PLLC**, an independent contractor, hereinafter referred to as the “Contractor”, and the **Piedmont Triad Regional Council**, a council of governments created under the laws of the State of North Carolina, hereinafter called “PTRC”.

The Contractor’s business address is 519 South Hawthorne Road, Winston-Salem, NC 27103.

The Contractor’s Employer Identification Number (EIN) is 81-1011430.

The Contractor’s phone number is 336-287-7365 and email address is paul.kron@gmail.com.

In accordance with this mutual agreement, the Contractor will:

- Assist in the collection and analysis of demographic data and public services and facilities;
- Design and facilitate Steering Committee Meetings;
- Design and facilitate Task Force Meetings;
- Assist with public outreach and engagement activities;
- Coordinate among Task Force facilitators and members and County staff;
- Write one of three Task Force Reports;
- Assist with the integrating of Task Force Reports and writing of the final report;
- Assist with development of a final power point presentation;
- Assist with presentation of the final report to the Board of County Commissioners.

In accordance with this mutual agreement, the PTRC will:

- Reimburse the Contractor a total of **\$7,750** to be paid in two (2) quarterly lump-sum payments within 30 days of the end of each quarter in accordance with the following service schedule:
 - Quarter #1 (February-March 2016): \$3,250
 - Quarter #2 (April-June 2016): \$4,500
 - PTRC FY15-16 Total \$7,750**

ACTION ITEM #1 Attachment

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Either party may terminate this agreement by providing ten (10) days of notice in writing to the other party, effective upon receipt. In the event of termination, the PTRC shall make payment to the Consultant for all services completed as of the date of termination, and no further payment shall be due. The Contractor understands payment for services rendered is contingent upon continuing PTRC budget authorization and acceptance by PTRC of the Contractor's performance and work products.

Paul M. Kron, President
Foothills Planning & Design, PLLC

Date

Matthew Dolge, PTRC Executive Director

Date

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Robin Shelton, PTRC Finance Director

Date

ACTION ITEM #1 Attachment

The Waughtown/MLK Strategic Planning and Implementation Project

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT is made and entered into this 1st day of February, 2016 by and between **Foothills Planning and Design, PLLC**, an independent contractor, hereinafter referred to as the “Contractor”, and the **Piedmont Triad Regional Council**, a council of governments created under the laws of the State of North Carolina, hereinafter called “PTRC”.

The Contractor’s business address is 519 South Hawthorne Road, Winston-Salem, NC 27103.

The Contractor’s Employer Identification Number (EIN) is 81-1011430.

The Contractor’s phone number is 336-287-7365 and email address is paul.kron@gmail.com.

In accordance with this mutual agreement, the Contractor will:

- Design and facilitate Project Core Team Meetings;
- Design and facilitate Community Meetings;
- Write one of three Task Force Reports;
- Assist with the integration of Task Force Reports and writing of the final report;
- Assist with development of a final power point presentation;
- Assist with presentation of the final report to the City of Winston-Salem;
- Design and facilitate Project Implementation Committee and Sub-Committee Meetings;
- Attend meetings, conferences, summits and training sessions in support of, and as requested by, the S.G. Atkins CDC staff and/or Board;
- Assist with public outreach and engagement activities;
- Assist with identifying and writing applications for appropriate implementation grants; and
- Coordinate among Implementation Committee & Sub-Committee members, S.G. Atkins CDC staff & Board members, WSSU faculty, City of Winston-Salem staff and Elected Officials, and other community leaders, volunteers and members.

In accordance with this mutual agreement, the PTRC will:

- Reimburse the Contractor a total of **\$23,250** in quarterly lump-sum payments, within 30 days of the end of each quarter, in accordance with the following service schedule:
 - Quarter #1 (February-March 2016): \$ 2,250
 - Quarter #2 (April-June 2016): \$ 3,000
 - PTRC FY15-16 Sub-Total \$ 5,250**
 - Quarter #3 (July-September 2016): \$ 3,000
 - Quarter #4 (October-December 2016): \$ 3,000
 - Quarter #5 (January-March 2017): \$ 3,000
 - Quarter #6 (April-June 2017) \$ 3,000
 - PTRC FY16-17 Sub-Total \$12,000**
 - Quarter #7 (July-September 2016): \$ 3,000
 - Quarter #8 (October-December 2016): \$ 3,000
 - PTRC FY17-18 Sub-Total \$ 6,000**

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Either party may terminate this agreement by providing ten (10) days of notice in writing to the other party, effective upon receipt. In the event of termination, the PTRC shall make payment to the Consultant for all services completed as of the date of termination, and no further payment shall be due. The Contractor understands payment for services rendered is contingent upon continuing PTRC budget authorization and acceptance by PTRC of the Contractor's performance and work products.

Paul M. Kron, President
Foothills Planning & Design, PLLC

Date

Matthew Dolge, PTRC Executive Director

Date

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Robin Shelton, PTRC Finance Director

Date

INFORMATIONAL ITEM #1

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Robin Shelton, Finance Director
DATE: February 17, 2016
RE: Letter showing acceptance of our 2015 Audit by the LGC

We have completed our review of the June 30, 2015 financial statements of the Piedmont Triad Regional Council and did not identify any additional financial statement presentation items that require attention. The information in your audit report will now be analyzed and if we note any fiscal or internal control issues a separate communication will be sent asking for additional information or discussing any concerns. If you have not already done so, please submit final invoices to <http://nctreasurer.slqfd.leapfile.net>

Preetta Nayak, CPA
Senior Accounting and Financial Management Advisor
State and Local Government Finance Division
Phone: (919) 814-4291
Fax: (919) 855-5812
www.nctreasurer.com
Find us on Facebook 

North Carolina 
Department of State Treasurer
Janet Cowell, State Treasurer

3200 Atlantic Avenue, Raleigh, NC 27604
www.NCTreasurer.com

INFORMATIONAL ITEM #2

Community Investment Fund Overview

It is proposed that the Piedmont Triad Regional Development Corporation (PTRDC) create a community and economic development *Investment Fund* to address job creation, small business and entrepreneurial support, redevelopment, housing and community infrastructure. This program will be a catalyst to leverage public and private investment resources, including allowing local regional and national banks to pool their CRA funding, to increase the number and magnitude of high impact community development projects in all 12 counties.

Over the past two decades nearly half (90,000) of our region's manufacturing jobs have been lost, negatively impacting the fiber of both small and large communities throughout our region. This program will be focused on civic priorities to provide assistance to self-motivated communities. Emphasis will be placed on planned redevelopment districts in communities throughout our region, bringing targeted resources for Economic Development, Small Business loans, Workforce Housing Development and other impact investment projects.

The (PTRDC) will administer the fund and utilize the regional reach of the Piedmont Triad Regional Council (PTRC) to identify then incentivize aggressive job creation, workforce housing development, community engagement and improvement of the living conditions for residents in pre-qualified areas, focusing on low income communities and their well-being. We will work with all private funding sources to insure that projects in which they participate meet their broader goals. This program will provide the critical mass of funding needed to make the highest impact possible for our member communities and partners.

As a starting point, we are proposing a CRA Community and Neighborhood Reinvestment working group be developed to create this unique entity. Economic Development CRA investments lag behind Housing Development and individual assistance to low income people nationally. In contrast to this, our fund will be structured to expand job opportunities for at risk residents as well as reinvest in quality workforce housing, downtown and community redevelopment and strong neighborhoods.

All of the projects will be selected based on criteria to deliver high impact that go beyond the direct investment. The *Investment Fund* will promote sustainable, equitable and livable communities, leveraging other State, local and federal funding to improve employment, transportation and affordable housing opportunities for local residents. Our goal will be to make investments consistent with community and board priorities in support of local efforts to revitalize surrounding neighborhoods, retain current residents, increase access to greenspace and healthy food, increase tax base and access to public services, and provide equitable opportunities and a higher quality of life for all citizens.

Community Investment Fund Capacity and Reach

Since 1983, PTRC staff has administered a 504 Small Business Loan Program, and has an experienced loan committee in place that has approved 87 debentures totaling \$32 Million and creating an estimated 1,341 new jobs. A Regional Brownfields Program has identified and funded environmental assessments on dozens of sites since 2013 totaling over \$500,000, facilitating re-development of former mill or manufacturing sites where pollution may inhibit re-development or land sale. The Housing Program has administered the Surry HOME Program since 1993. Since 1993 over \$12 Million has been invested in over 500 HOME units (over 1,000 total units) of affordable housing including new rental properties, housing rehabilitation and single family home development. In addition staff administers annually a \$3 Million Housing Voucher Program serving 800 low income elderly and disabled households and through the NCHFA (NC Housing Finance Agency) oversees the remodeling of approximately 40 substandard houses annually in 6 counties.

The Piedmont Triad Regional Council has experience and expertise necessary to successfully manage and develop the Community Investment Fund. Working closely with the Piedmont Triad Regional Development Corporation (PTRDC), which consists of public and private sector members in the 12-County Piedmont Triad, PTRC staff will develop criteria and processes that prioritize projects in low to moderate income communities across the diverse Piedmont Triad Region. Using GIS analysis, socio-economic indicators and areas of **impact** can be highlighted at the neighborhood, community, municipal or County scale depending on the scope of the project and the approach.

Relevant Programs of the Piedmont Triad Regional Council for the Community Investment Fund

Housing Programs: Substantial single family rehabilitation (SFR), Urgent Housing Repair, Affordable Housing Development, Section 8 Rental Assistance, construction management and grant administration

Weatherization Assistance: Weatherization for low to moderate income tenants or home owners

Planning Programs: Brownfield assessments, Brownfield revolving loan fund (requested from EPA), Strategic planning, Recreation and site planning, GIS mapping and analysis of socio-economic factors

Workforce Development: Workforce recruitment, Mobile Job Link Center, Workforce training and counseling

Meeting Dates 2016

1398 Carrollton Crossing Drive

Kernersville, NC 27284

12:00 noon

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
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