



Piedmont Triad Regional Council Executive Committee

Agenda

Wednesday, November 2, 2016

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive

Kernersville, NC 27284

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

Item

Official

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.

Katie Mitchell

Program Assistant

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

Nathaniel Hall

Chair

B. Presentation: Audit

Richard Tamer

Canon & Company

C. Action Items

1) Request for approval of October 5, 2016 PTRC Executive Committee Minutes (attachment)

Nathaniel Hall

Chair

2) Request for approval of first budget revision for FY 2016-2017

Robin Shelton

Finance Director

3) Request for approval to apply for \$52,925 in Grant funds from City of Winston Salem

Matthew Dolge

Executive Director

4) Request for approval to enter into Technical Assistance Contracts with the City of King and Randolph County

Jesse Day

Planning Director

5) Request for approval to enter into contract with NC DEQ and sub-contract with Dan River Basin Association

Jesse Day

Planning Director

D. Executive Director's Report

Matthew Dolge

Executive Director

E. Old Business

Nathaniel Hall

Chair

F. New Business

Nathaniel Hall
Chair

G. 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.

Nathaniel Hall
Chair

H. Chairman's Remarks and Announcements

Nathaniel Hall
Chair

- 1) **PTRC Executive Committee Meeting**
Wednesday, December 7, 2016 11:45 a.m.
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284
- 2) **PTRC Board of Delegates Meeting**
Wednesday, December 21, 2016 12:00
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284
- 3) **2016 & 2017 PTRC Meeting Dates** *(attached)*

I. Informational Items

Matthew Dolge
Executive Director

- 1) **HUD Report**

Michael Blair
Housing Director

ACTION ITEM 2

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

TO: PTRC Executive Committee
FROM: Robin C. Shelton, Finance Director
DATE: November 2, 2016
RE: Request for Approval of First Budget Revision for FY 2016-2017

The Finance Department requests approval of a revision to the 2016-2017 budget of the Piedmont Triad Regional Council. This revision shows a decrease, from the original budget, of \$45,941. The following pages include the revised Budget Ordinance and a summary of the changes by area.

It is recommended that the board adopt this budget revision to recognize a net decrease of \$45,941 in the 2016-2017 budget.

ACTION ITEM 2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL						
BUDGET ORDINANCE 2016 - 2017						
First Revision 11/2/16						
Be it ordained by the Piedmont Triad Regional Council (PTRC):						
Section 1. The following amounts are hereby appropriated in the General Fund for the operation of PTRC and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the Chart of Accounts heretofore established for PTRC:						
	General / Council					\$ 141,223
	TOTAL GENERAL FUND APPROPRIATION					\$ 141,223
Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:						
	Fund Balance					\$ -
	COG Dues					139,223
	Interest					2,000
	TOTAL GENERAL FUND ESTIMATED REVENUES					\$ 141,223
Section 3. The following amounts are hereby appropriated in the Special Revenue Fund - Grant Project Fund for the operation of PTRC and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the Chart of Accounts heretofore established for PTRC:						
	Administration					\$ 364,594
	Crime Control and Public Safety					817,331
	Environmental Protection					126,487
	Health and Human Services (Aging)					12,533,053
	Housing					6,005,510
	Planning					155,575
	Transportation					241,631
	Workforce Development					4,912,260
	Weatherization					2,382,755
	TOTAL GRANT PROJECT APPROPRIATION					\$ 27,539,196

ACTION ITEM 2 CONTINUED

Section 4. It is estimated that the following revenues will be available in the Special Projects Fund - Grant Project Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:						
	Federal Grants					20,549,385
	State Grants					6,411,889
	Appropriated Fund Balance					-
	Dues					475,363
	Interest					-
	Local Projects & Fees					102,559
	TOTAL GRANT PROJECT ESTIMATED REVENUES					27,539,196
Section 5. The following amounts are hereby appropriated in the Special Revenue Fund- Local Projects Fund for the operation of PTRC and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017 in accordance with the Chart of Accounts heretofore established for PTRC:						
	Administrative Services					459,845
	Crime Control and Public Safety					623,181
	Environmental Protection					130,135
	Health and Human Services (Aging)					139,527
	Housing					1,464
	Misc. Local Projects					707,249
	Planning					273,628
	Workforce Development					215,424
	Weatherization					1,961,655
	TOTAL LOCAL PROJECTS APPROPRIATION					4,512,108
Section 6. It is estimated that the following revenues will be available in the Special Revenue Fund - Local Projects Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:						
	APPROPRIATED FUND BALANCE					-
	COG DUES and INTEREST					241,794
	LOCAL PROJECT FUND FEES					4,270,314
	TOTAL LOCAL PROJECT ESTIMATED REVENUES					4,512,108
	TOTAL APPROPRIATIONS					32,192,527
Section 7: The Executive Director is hereby authorized to transfer appropriations as contained herein under the following conditions:						
	a. He may transfer amounts between line item expenditures within a grant without limitation and without a report being required.					

ACTION ITEM 2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL					
BUDGET BY AREA					
7/1/16 to 6/30/17					
First Revision 11/2/16					
	Fund		Fund		% of Total
	001		002 & 003	Total	Budget
Administration	364,594			364,594	1.1%
Administrative Services			459,845	459,845	1.4%
Crime Control and Public Safety	817,331		623,181	1,440,512	4.5%
Environmental Protection	126,487		130,135	256,622	0.8%
General Fund / Dues			141,223	141,223	0.4%
Health and Human Services (Aging)	12,533,053		139,527	12,672,580	39.4%
Housing	6,005,510		1,464	6,006,974	18.7%
Misc. Local Projects			707,249	707,249	2.2%
Planning	155,575		273,628	429,203	1.3%
Transportation	241,631			241,631	0.8%
Workforce Development	4,912,260		215,424	5,127,684	15.9%
Weatherization	2,382,755		1,961,655	4,344,410	13.5%
Totals	27,539,196		4,653,331	32,192,527	
	27,539,196		4,653,331	32,192,527	

ACTION ITEM 2 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL					
CHANGE IN BUDGET BY AREA					
7/1/16 to 6/30/17					
1st Revision 11/2/16					
			Total after 1st Revision Budget	Total Original Budget	Difference between Original & 1st Revision
	Fund 001	Fund 002 & 003	Total		
Administration	364,594		364,594	287,992	76,602
Administrative Services		459,845	459,845	165,100	294,745
Crime Control and Public Safety	817,331	623,181	1,440,512	1,478,788	(38,276)
Environmental Protection	126,487	130,135	256,622	221,531	35,091
General Fund / Dues		141,223	141,223	70,110	71,113
Health and Human Services (Aging)	12,533,053	139,527	12,672,580	12,742,505	(69,925)
Housing	6,005,510	1,464	6,006,974	6,218,543	(211,569)
Misc. Local Projects		707,249	707,249	707,249	-
Planning	155,575	273,628	429,203	287,383	141,820
Transportation	241,631		241,631	241,631	-
Workforce Development	4,912,260	215,424	5,127,684	4,952,294	175,390
Weatherization	2,382,755	1,961,655	4,344,410	4,865,342	(520,932)
Totals	27,539,196	4,653,331	32,192,527	32,238,468	(45,941)
	27,539,196	4,653,331	32,192,527	32,238,468	(45,941)
	-	-	-	-	-

ACTION ITEM 3

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: November 2, 2016
RE: Approval for City of Winston-Salem CDBG and SOAR funding applications

The Criminal Justice Department requests authorization to apply for \$52,925 in grant funds from the City of Winston-Salem's Community Development Block Grant (CDBG) and Successful Outcomes After Release (SOAR) funding programs. Funds will be used to support staff, travel, participant services and general operating costs of the "Project Reentry" program.

Applications are due for grant fund requests by November 18, 2016.

ACTION REQUESTED:

Approval to apply for \$52,925 in grant funds from City of Winston-Salem.

ACTION ITEM 4

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Jesse B. Day, Regional Planning Director
DATE: November 2, 2016
RE: Planning Department Technical Assistance Contracts

The Planning Department requests to enter into contract for planning services with the following agencies in the upcoming fiscal year.

Environmental Assessment King ARC Sidewalk Project - City of King \$4,500

- Compile an environmental assessment and submit it to the NC Clearinghouse for review and approval and
- Provide documentation and file public notice requests as necessary for public comments or hearings for any environmental assessment work and expected Notice of the Finding of No Significant Impact (FONSI) on the environment.

The work is expected to begin in December. The PTRC ARC program will provide in-kind support for the project as needed.

Deep River Trail Conceptual Plan - Randolph County TDA \$11,200

The conceptual plan will provide a draft preferred alignment of the trail on unfinished portions in Randolph County between and including the towns of Franklinville, Asheboro and Randleman. A trail alignment study is complete for the Town of Ramseur. The following are the steps involved in the planning effort:

- **Step1 – Assist in compiling a GIS database of natural and built features**
- **Step2 – Conduct and promote workshops with the Deep River Trail Committee**
- **Step3 – Field work for trail layout**
- **Step4 – Develop a conceptual trail plan and report**

The work is expected to begin in December and should be completed by July of 2017. The Piedmont Triad RPO will provide in-kind support for the project as needed.

ACTION REQUESTED:

Request for approval to enter into contract with each agency. Both contract amounts have been approved locally.

ACTION ITEM 5

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Jesse B. Day, Regional Planning Director
DATE: November 2, 2016
RE: Eden Area Outreach and Education Plan 205(j) Grant from NC DEQ

The PTRC has been awarded a \$12,576 205(j) outreach and education grant to educate and inform Eden area stakeholders, landowners and citizens about the planning efforts and "high priority" projects that meet the US EPA's Nine Key Elements of Local Watershed Planning in the Eden Area Watershed Plan. (see: www.ptrc.org/edenareawater). The following are specific deliverables of the proposed outreach and education campaign which will be tailored to the City of Eden and reference the Eden Area Watershed Restoration Plan:

- Four public meetings in Eden (1. Central Area, 2. Draper, 3. Leaksville and 4. Spray)
- Increased citizen volunteers participating in Storm Drain Marking Program, Citizen Water Quality Monitoring (CWQM), Rain Barrel Program, Riparian Buffer Program and Water Protector Program
- Increased awareness, capacity and funding from stakeholders to improve water quality through implementation, education and awareness


The PTRC and Dan River Basin Association team has a well-respected outreach and education capacity. The following is the budgeted amount approved by NC DEQ in the grant application:

Piedmont Triad Regional Council:	\$7,576
Dan River Basin Association:	\$5,000
Total Grant Funds:	<u>\$12,576</u>
In-Kind Match PTRC:	\$1,542
In-Kind Match Eden:	\$4,800
Total In-Kind Match:	<u>\$6,342</u>

ACTION REQUESTED:

Request for approval to enter into contract with NC DEQ for the grant amount with matching fund requirements and sub-contract with the Dan River Basin Association.

INFORMATIONAL ITEM



SNAPSHOT of HOME Program Performance -As of 6/30/16
Local Participating Jurisdictions with Rental Production Activities

Participating Jurisdiction (P-J): Surry County Consortium	State: NC	PJ Since (FY): 1993					
PJ's Total HOME Allocation Received: \$12,982,345	PJ's Size Grouping*: C						

Category	PJ	State Average	State Rank	Nat'l Average	Nat'l Ranking (Percentile):*
			PJs in State: 19		Group C
Program Progress:					
% of Funds Committed	96.75 %	95.32 %	7	95.49 %	67
% of Funds Disbursed	87.05 %	90.38 %	16	92.00 %	20
Leveraging Ratio for Rental Activities	5.15	6.85	1	5.6	100
% of Completed Rental Disbursements to All Rental Commitments***	98.22 %	97.13 %	14	93.89 %	26
% of Completed CHDO Disbursements to All CHDO Reservations***	96.41 %	87.90 %	5	88.88 %	70
Low-Income Benefit:					
% of 0-50% AMI Renters to All Renters	95.92 %	81.74 %	3	82.82 %	85
% of 0-30% AMI Renters to All Renters****	82.31 %	42.29 %	2	46.92 %	94
Lease-Up:					
% of Occupied Rental Units to All Completed Rental Units****	100.00 %	99.71 %	1	97.80 %	100
Overall Ranking:					
				In State: 1 / 19	Nationally: 98
HOME Cost Per Unit and Number of Completed Units:					
Rental Unit	\$22,571	\$12,484		\$33,921	147 Units
Homebuyer Unit	\$33,250	\$11,849		\$17,277	228 Units
Homeowner-Rehab Unit	\$17,676	\$26,492		\$21,464	65 Units
TBRA Unit	\$0	\$1,493		\$3,486	0 Units

* - A = PJ's Annual Allocation is greater than or equal to \$3.5 million (16 PJs)
 B = PJ's Annual Allocation is less than \$3.5 million and greater than or equal to \$1 million (106 PJs)
 C = PJ's Annual Allocation is less than \$1 million (65+ PJs)
 ** - E.g. a jurisdiction that performs better than the State Overall Ranking and the National Overall Ranking of a PJ.
 *** - This category is double-weighted in computing both the State Overall Ranking and the National Overall Ranking of a PJ.
 Source: Data entered by HOME Participating Jurisdictions into HUD's Integrated Disbursement and Information System (IDIS)

INFORMATIONAL ITEM

Program and Beneficiary Characteristics for Completed Units

Participating Jurisdiction (PJ):

Total Development Costs:
 (average reported cost per unit in HOME-assisted projects)

Rental	Homebuyer	Homeowner
\$86,696	\$90,785	\$22,667
\$84,888	\$91,675	\$30,226
\$124,247	\$85,296	\$25,598

PJ: %
 State*: %
 National:** %

CHDO Operating Expenses: % (of allocation)
 R.S. Means Cost Index:

RACE:

	Rental %	Homebuyer %	Homeowner %	TBRA %
White:	81.6	75.0	66.2	0.0
Black/African American:	13.6	17.5	30.8	0.0
Asian:	0.0	0.0	0.0	0.0
American Indian/Alaska Native:	1.4	0.0	0.0	0.0
Native Hawaiian/Pacific Islander:	0.0	0.0	0.0	0.0
American Indian/Alaska Native and White:	0.0	0.0	0.0	0.0
Asian and White:	0.0	0.0	0.0	0.0
Black/African American and White:	0.0	0.4	0.0	0.0
American Indian/Alaska Native and Black:	0.0	0.4	0.0	0.0
Other Multi Racial:	0.0	0.4	0.0	0.0
Asian/Pacific Islander:	0.0	0.0	0.0	0.0

ETHNICITY:

Hispanic	3.4	5.7	3.1	100.0
----------	-----	-----	-----	-------

HOUSEHOLD SIZE:

1 Person	74.8	15.8	47.7	100.0
2 Persons	15.6	19.3	26.2	0.0
3 Persons	6.1	25.0	15.4	0.0
4 Persons	2.0	28.1	6.2	0.0
5 Persons	1.4	9.2	3.1	0.0
6 Persons	0.0	1.3	0.0	0.0
7 Persons	0.0	0.0	0.0	0.0
8 or more Persons	0.0	0.9	1.5	0.0

HOUSEHOLD TYPE:

Single/Non-Elderly:	33.3	18.0	9.2	0.0
Elderly:	32.7	5.3	76.9	100.0
Related/Single Parent:	18.4	39.0	3.1	0.0
Related/Two Parent:	4.1	32.9	7.7	0.0
Other:	11.6	4.4	1.5	0.0

SUPPLEMENTAL RENTAL ASSISTANCE:

Section 8:	51.7	1.3
HOME TBRA:	0.0	
Other:	36.7	
No Assistance:	11.6	

of Section 504 Compliant Units / Completed Units Since 2001:



Source: Data entered by HOME Participating Jurisdictions into HUD's Integrated Disbursement and Information System (IDIS)

* The State average includes all local and the State PJs within that state
 ** The National average includes all local and State PJs, and Insular Areas
 # Section 8 vouchers can be used for First-Time Homebuyer Downpayment Assistance.

INFORMATIONAL ITEM

HOME PROGRAM
SNAPSHOT WORKSHEET - RED FLAG INDICATORS
 Local Participating Jurisdictions with Rental Production Activities

Participating Jurisdiction (PJ): Surry County Consortium State: NC Group Rank: 98
 (Percentile)
 State Rank: 1 / 19 PJs Overall Rank: 99
 (Percentile)

Summary: **0** / Of the 5 Indicators are Red Flags

FACTOR	DESCRIPTION	THRESHOLD*	PJ RESULTS	RED FLAG
4	% OF COMPLETED RENTAL DISBURSEMENTS TO ALL RENTAL COMMITMENTS	< 93.83 %	98.22	
5	% OF COMPLETED CHDO DISBURSEMENTS TO ALL CHDO RESERVATIONS	< 81.82 %	96.41	
6	% OF RENTERS BELOW 50% OF AREA MEDIAN INCOME	< 70%**	95.92	
8	% OF OCCUPIED RENTAL UNITS TO ALL RENTAL UNITS	< 96.24 %	100	
"ALLOCATION-YEARS" NOT DISBURSED***		> 4,140	3.12	

* This Threshold indicates approximately the lowest 20% of the PJs
 ** This percentage may indicate a problem with meeting the 90% of rental units and TBR A, provided to households at 60% AMI requirement
 *** Total of undistributed HOME and ADDI funds through FY 2013 HOME and ADDI allocation amount. This is not a SNAP SHOT indicator, but a good indicator of program progress.
 Source: Data entered by HOME Participating Jurisdictions into HUD's Integrated Disbursement and Information System (IDIS)



Meeting Dates 2016

1398 Carrollton Crossing Drive

Kernersville, NC 27284

12:00 noon

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
November 2, 2016	November - none
December 7, 2016	December 21, 2016

Meeting Dates 2017

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
January - none	January - none
February 1, 2017	February 15, 2017
March 1, 2017	March - none
April 5, 2017	April 19, 2017
May 3, 2017	May - none
June 7, 2017	June 21, 2017
July - none	July - none
August 2, 2017	August 16, 2017
September 6, 2017	September - none
October 4, 2017	October 18, 2017
November 1, 2017	November - none
December 6, 2017	December 20, 2017