

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 Executive Committee Minutes

Wednesday, October 5, 2016

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive

Kernersville, NC 27284

Members Present:

Councilwoman Marikay Abuzuaiter, City of Greensboro

Commissioner Kevin Austin, Yadkin County

Mayor Jimmy Blake, Town of Biscoe

Mayor Buddy Boggs, Town of Haw River

Commissioner Alan Branson, Guilford County

Councilman Darryl Carter, City of Eden

Sharon Conaway, Town of Walnut Cove

Commissioner John Ferguson, Davie County

Mayor Alvin Foster, Town of Yanceyville

Commissioner Nathaniel Hall, Caswell County

Commissioner Ernest Lankford, Stokes County

Councilwoman Molly Leight, City of Winston-Salem

Commissioner Wayne Moore, Town of Jonesville

Chairman Jackie Morris, Montgomery County

Commissioner Mark Richardson, Rockingham County

Commissioner Don Truell, Davidson County

Mayor Keith Volz, Town of Jamestown

Commissioner Steve Yokeley, City of Mount Airy

Members Absent

Councilman Latimer Alexander, City of High Point

Mayor Dwight Atkins, Town of Pilot Mountain

Councilman Jim Butler, City of Burlington

Chairman Darrell Frye, Randolph County

Councilwoman Peggy Leight, Town of Walkertown

Commissioner Walter Marshall, Forsyth County

Commissioner Linda Massey, Alamance County

Vice Chairman Larry Phillips, Surry County

Mayor Bert Lance Stone, City of Archdale

Commissioner Brent Ward, Town of Mocksville

Mayor Larry Ward, Town of Denton

Chair Nathaniel Hall welcomed the PTRC Executive Committee and called the meeting to order at 12:03 p.m. He requested a moment of silence and then led the Executive Committee in the Pledge of Allegiance.

1. Presentation: Golden Leaf Grant Update, Jesse Day, Planning Director

- a. The Piedmont Triad Regional Development Corporation submitted a letter of inquiry to match funding for an Economic Development Administration revolving loan fund application which would capitalize a Piedmont Triad based Investment Fund. As part of the CBGI program of Golden LEAF for 11 of the 12 PTRC counties, the request was submitted for \$1,000,000 to capitalize half of the \$2,000,000 initial revolving loan fund amount. If invited to submit a full proposal to Golden LEAF this winter, the Economic Development Administration revolving loan fund application will be submitted to potentially launch this investment fund in 2017.
- b. Thanks to the following County administration offices who sent in support letters on behalf of the Investment Fund grant submittal: Alamance, Caswell, Davidson, Guilford, Randolph, Rockingham, Surry, and Yadkin.
- c. The Investment Fund would be used to address job creation, small business and entrepreneurial support, redevelopment, housing and community infrastructure.
- d. Mr. Matthew Dolge added that this board gave us permission to do this and the process involved many conversations with Dan Gerlach, President of the Golden Leaf Foundation. The interested counties sent letters of support outside of their three proposed projects. This is a deviation from regular process so we are still unsure of how it will be received.
- e. Mr. John Ferguson asked if this will limit the individual counties from getting funds from Golden Leaf. Mr. Dolge stated that it is a separate process. It is not our intent to take away from counties but instead provide opportunity and possibilities. Access to capital is a huge need that can be met through this grant.
- f. Mr. Kevin Austin asked if we applied for a grant request from Golden Leaf and from EDA. Mr. Dolge responded that EDA is a revolving loan pool and would be a match to Golden Leaf. We have high level of assurance that EDA will indeed match if Golden Leaf is granted.
- g. Mr. Michael Blair added that after the first cash match, EDA will recapitalize without match.

2. Action Item: Request for approval of September 7, 3016 PTRC Executive Committee minutes, Nathaniel Hal, PTRC Chairman

- a. There being no questions, a motion was made by Mr. Keith Volz.
- b. The motion was seconded by Ms. Molly Leight.
- c. Request for approval of September 7, 2016 PTRC Executive Committee minutes was approved.

3. Action Item: Request for authorization to enter into contract with NCDAAAS and local service providers for state Senior Center General Purpose funding for the period July 1, 2016- June 30, 2017, Joe Dzugan, Programming and Monitoring Specialist

- a. Each year after approval by the General Assembly, the North Carolina Division of Aging and Adult Services allocates funding to senior centers based on certification status across North Carolina. This year's total allocation to Region G is \$246,565, the highest allocation to any region in North Carolina. Our region's allocation is the result of a high number of senior centers who have achieved and received Center of Excellence or Center of Merit designation.
- b. The below chart lists all of the senior centers in the region and the proposed contract amount. Of the 26 senior centers in Region G, there are 19 centers of Excellence, 4 centers of Merit, and 3 noncertified centers. The level of certification dictates the amount of Senior Center General Purpose funds allocated to a senior center. The chart reflects the amount by certification and the appropriate match.

**Senior Center General Purpose Funds
State Fiscal Year 2017**

Senior Center General Purpose		
Contractor	Senior Center	State Allocation
Alamance		
City of Burlington/ Burlington Recreation and Parks Department	***J. R. Kernodle Senior Center	\$10,878
Caswell		
Caswell County	Caswell County Senior Services	\$3,625
Davidson		
Davidson County	***Lexington Senior Center	\$10,878
	***Thomasville Senior Center	\$10,878
Davie		
Davie County	*** Davie County Senior Center	\$10,878
Forsyth		
Shepherd's Center of Kernersville	***Kernersville Senior Enrichment Center	\$10,878
Shepherd's Center of Greater Winston-Salem	***Shepherd's Center of Greater Winston-Salem	\$10,878
Guilford		
City of Greensboro /Greensboro Parks & Recreation Department	***Mabel Smith Senior Center	\$10,878
City of High Point / High Point Parks and Recreation Department	***Roy B. Culler Senior Center	\$10,878
Senior Resources of Guilford	***Greensboro Senior Center	\$10,878

Montgomery		
Town of Troy	***Troy-Montgomery Senior Center	\$10,878
Randolph		
Randolph County Senior Adults Association	**Archdale Senior Center	\$7,252
	***Liberty Senior Center	\$10,878
	***Asheboro Senior Center	\$10,878
	**Randleman Senior Center	\$7,252
Rockingham		
City of Eden / Parks and Recreation Department	Garden of Eden Senior Center	\$3,625
City of Reidsville	***Reidsville Senior Center	\$10,878
Madison/Mayodan Recreation Commission	**Madison/Mayodan Senior Center	\$7,252
Aging, Disability & Transit Services	***Center for Active Retirement	\$10,878
Stokes		
Stokes County	***Walnut Cove Senior Center	\$10,878
City of King	**City of King Senior Center	\$7,252
Surry		
YVEDDI	***Surry County Senior Center	\$10,878
YVEDDI	Pilot Mountain Senior Center (satellite center)	\$3,625
Yadkin		
YVEDDI	***East Bend Senior Center	\$10,878
YVEDDI	***Yadkin County Senior Center	\$10,878
YVEDDI	***Yadkin Valley Senior Center	\$10,878
		TOTAL STATE ALLOCATION
		\$246,565
		STATE ALLOCATION WITH MATCH
		\$328,751
** Center Noncertified (3)	25% Local Match (Cash or In-Kind)	
*** Center of Merit (4)		
*** Center of Excellence (19)		
	Noncertified Centers	\$ 1,208
	Centers of Merit	\$ 2,417
	Centers of Excellence	\$ 3,626

- c. There being no questions, a motion was made by Ms. Marikay Abuzuaiter.
- d. The motion was seconded by Ms. Molly Leight.

- e. Request for authorization to enter into contract with NCDAAAS and local service providers for state Senior Center General Purpose funding for the period July 1, 2016- June 30, 2017 was approved.

4. Action Item: Request for approval to adjust the FMR in Surry Stokes Yadkin and Davie to 90% of the HUD FMR, Michael Blair, Housing Director

- a. Each year HUD, in accordance with 24 CFR Part 982 issues Fair Market Rent (FMR) data for the PTRC's Section 8 Voucher Program (HCV) in Surry, Stokes, Yadkin, and Davie. This data is to be used by the PTRC as a starting point in the determination of Payment Standards for purposes of administration of the HCV program.
- b. The PTRC Housing Department determines a Payment Standard that is the amount generally needed to rent a moderately-priced dwelling unit in the local housing market which is then used to calculate the amount of housing assistance a family will receive.
- c. Housing Department staff has reviewed rent burdens in the area and determined that all four counties are impacted by being in or adjacent to the Winston Salem MSA which has higher market and subsidized rents than in the four rural counties.
- d. Staff has determined that the Payment Standard for all units need to be decreased to 90% which is within the basic range of 90% to 110% of HUD published 2016 FMR's and is in the best interest of the Section 8 HCV program, and program participants.
- e. Please see below chart:

**Fair Market Rent/Payment Standards
Davie, Stokes & Yadkin Co.**

Bedroom Size	2016 FMR	90% PTRC FMR
0	\$556	\$500
1	\$569	\$512
2	\$698	\$628
3	\$974	\$877
4	\$1105	\$994

Surry Co.

Bedroom Size	2016 FMR	90% PTRC FMR
0	\$564	\$508
1	\$583	\$525
2	\$685	\$616
3	\$978	\$880
4	\$1196	\$1076

- f. There being no questions, a motion was made by Mr. Mark Richardson.
- g. The motion was seconded by Mr. Keith Volz.
- h. Request for approval to adjust the FMR in Surry Stokes Yadkin and Davie to 90% of the HUD FMR was approved.
- i. Mr. Blair wanted to let the board know that HUD sent out an email to all housing authorities to inquire about our disaster voucher plan. We do not currently have a

plan in place. We would need board approval to move forward with a plan that would leave some vouchers open for disaster. However, this would cause longer waitlists which are currently already 3-5 years long. Based on our capacity we aren't sure we are in a position to do this at this time.

5. Action Item: Request for approval to enter into contract providing professional planning services to the Town of Jamestown for the services outlined above totaling \$2,750/month for up to 9 months until a full-time planner is hired or other circumstances end the need for services, Jesse Day, Planning Director

a. The Planning Department requests to enter into contract for planning services with the Town of Jamestown for the following services.

Subdivision Administration	<ul style="list-style-type: none"> • Assist Town staff, as requested, with Subdivision Administration: <ul style="list-style-type: none"> ○ Preliminary and final plat review; ○ General questions about subdividing or recombining land; ○ Plat review and approval.
Zoning Administration	<ul style="list-style-type: none"> • Assist Town staff, as requested, with zoning administration: <ul style="list-style-type: none"> ○ Development proposal review; ○ Special use permits; ○ Text amendments; ○ Re-zoning requests; ○ Technical Review Committee; ○ Public notice requirements.
Planning Board Administration	<ul style="list-style-type: none"> • Assist Town staff, as requested, with Planning Board administration: <ul style="list-style-type: none"> ○ Planning Board meeting facilitation;
Code Enforcement	<ul style="list-style-type: none"> • Assist Town staff, as requested, with code enforcement: <ul style="list-style-type: none"> ○ Reports of violations of municipal code; ○ Property owner notifications; ○ Code violation postings; ○ Code compliance; ○ Property owner abatements.
Program / Project Administration	<ul style="list-style-type: none"> • Assist Town staff, as requested, with other Town programs and projects: <ul style="list-style-type: none"> ○ Road and sidewalk projects ○ Stormwater projects (e.g. easement survey, BMP inspections); ○ Ordinance Amendments; ○ Parks and Recreation.

- b. The Town of Jamestown administration has already approved the contract.
- c. Ms. Molly Leight asked if there were any Jamestown admin staff. Mr. Day responded that they currently have an interim manager, Cookie Billings.
- d. There being no more questions, a motion was made by Mr. Keith Volz.
- e. The motion was seconded by Ms. Molly Leight.
- f. Request for approval to enter into contract providing professional planning services to the Town of Jamestown for the services outlined above totaling \$2,750/month for up to 9 months until a full-time planner is hired or other circumstances end the need for services was approved.

6. Action Item: Request approval for the PTRDC Board Members to be reappointed for the term of 3 years to end in December 2019, Jesse Day, Planning Director

- a. In December of 2014 we made appointment recommendations that were approved by this body for our PTRDC Board. Due to the newness of the PTRDC board, some term expirations were overlooked.
- b. The following county representatives' term ended in December of 2015: Mr. David Owen, Caswell County and Mr. Larry Phillips, Surry County. Both members have agreed to remain on our PTRDC Board as county representatives until December 2019. Their respective boards will have to approve this reappointment.
- c. The following At-Large Representatives' terms ended in December of 2015: Mr. Derwick Paige, Winston Salem and Ms. Sharon Conaway, Walnut Cove. Both members have been asked and have accepted the new term of 3 years, expiring in December 2019
- d. The following Private Sector and Non-Profit Sector seats ended in December of 2015: Mr. Andy Anderson, Yadkin Bank; Mr. Walt Denning, BB&T; Dr. Harold Martin, A&T State University; Mr. Alan Murdock, Forsyth Technical Community College; Ms. Mary Rittling, Davidson Community College. All have agreed to a 3 year reappointment except Dr. Mary Rittling who is unable to serve.
- e. There is a standing vacancy in Guilford County we would like to fill.
- f. Mr. Kevin Austin asked if there were any other community colleges represented. Mr. Dolge responded no, not at this time.
- g. There being no more questions, a motion was made by Mr. Mark Richardson.
- h. The motion was seconded by Ms. Marikay Abuzuaiter.
- i. Request approval for the PTRDC Board Members to be reappointed for the term of 3 years to end in December 2019 was approved.

7. New Business Items: Program Updates

- a. Mr. Robin Shelton, Finance Director, explained that since the audit we have been looking for a solution to our payroll issues. After an extensive search, we believe we have found a fit for a new payroll company. ADP costs \$70,000 a year while this new company will cost a third less. They will also do W2s for free this year. The website is more user friendly and will eliminate some paperwork. It is also a local company with headquarters in High Point.
- b. Ms. Shelton also reported that the audit should be completed on time this year. Everything has gone very smooth and the fieldwork is done. We hope to have a draft next week to start reviewing and then the audit available at the November meeting.
- c. Mr. Jarrod Hand, Assistant Finance Director, reported that Workforce Development took a significant hit of 20%. Funding goes down as unemployment goes down and we were hit harder because we cover a large area. As a result, in our initial budget we were in the negative. To combat this we have done some cost cutting measures including rent changes, consolidating space and staff attrition.
- d. Mr. Reginald McCaskill, Weatherization Assistance Program Director, reported that we do currently have a signed contract but it must be amended. Since the beginning

of this fiscal year there has been a lot of turmoil in the state office. They submitted their proposal to federal government and that was rejected. This issue has trickled down to us and we have had to make major changes including in our HARP program. It will be combined with other programs. This will be better for reporting purposes but methods will have to be changed. We have solicited experts from around the state to assist us in developing a better system. An amended contract will be signed soon. We are using Duke Energy money to partner with many of our counties to provide new appliances in homes. Stoves and refrigerators have been replaced which cuts down on cost across the board. WAP staff has been visiting fall festivals in your counties to provide information about our program.

8. Executive Director's Report, Matthew Dolge, Executive Director

- a. We were required by the state to bid out youth and adult dislocated worker programs. These RFP's are active and on our website.
- b. Wendy Walker-Fox is our new Workforce Development director. She is at a state workforce conference and was unable to be here. She will be at our October board of Delegates meeting.
- c. Our awards presentation is coming up on October 19th. Please invite other board members. Our staff will have tables set up to give more information about our programs.

9. Around the Region, Nate Hall, Chair

- a. Mr. Steve Yokeley invited everyone to Mt. Airy on October 14-16th for the Autumn Leaves Festival.
- b. Mr. Wayne Moore invited everyone to the Yadkin Valley Grape Festival on October 15. There will be 22 wineries, crafts, music and fun!
- c. Mr. Mark Richardson invited everyone to Hayodan in Mayodan this weekend.

There being no other business, a motion to adjourn was made by Ms. Marikay Abuzuaiter and seconded by Mr. Ernest Lankford. The meeting was adjourned at 1:01 p.m.



Nathaniel Hall, Chair



Katie Mitchell, Acting Clerk