

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, November 2, 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 12:20 p.m. He requested a moment of silence and then led the Executive Committee in the Pledge of Allegiance.

1. Presentation: Audit, Richard Tamer, Canon & Company

- a. PTRC Board Treasurer, Kevin Austin, reported that the audit committee met before Executive Committee and had a very positive meeting. They all feel very good about this audit. He introduced out auditor Mr. Richard Tamer from Canon & Company.
- b. Mr. Tamer was happy to report that we were the first COG to submit an audit this year. We sent it in seven days before the due date of October 24th.
- c. Some financial highlights from the audit- PTRC outperformed by \$800,984. The compliance audit reported no findings which means full compliance.
- d. Mr. Darrell Frye reminded the group that the COG isn't in the business of making money. It's all about taking money and passing it through to serve our constituents. Focus is on service not monetary gains.
- e. Mr. Austin complimented the work of Ms. Robin Shelton, PTRC finance director and Mr. Jarrod Hand, assistant finance director and the staff of Canon and Company for such a successful audit.
- f. Mr. Matthew Dolge stated that when the entire document is approved and finalized we will email it out to our board in pdf format.
- g. *See additional handout "Audit Report Draft 2016."*

2. Action Item: Request for approval of October 5, 2016 PTRC Executive Committee minutes, Nathaniel Hall, PTRC Chairman

- a. There being no questions, a motion was made by Mr. Keith Volz.
- b. The motion was seconded by Ms. Marikay Abuzuaiter.
- c. Request for approval of October 5, 2016 PTRC Executive Committee minutes was approved.

3. Action Item: Request for approval of first budget revision for FY 2016-2017, Robin Shelton, Finance Director

- a. Ms. Robin Shelton reported that the three biggest changes are that Administrative costs have gone up significantly. Housing has decreased due to a change in units. WAP has experienced the largest decrease as a result of state budget changes.
- b. Ms. Robin Shelton explained that this revision shows a decrease, from the original budget, of \$45,941. *See pages 4-7 in agenda for the revised Budget Ordinance and a summary of the changes by area.*
- c. It is recommended that the board adopt this budget revision to recognize a net decrease of \$45,941 in the 2016-2017 budget.
- d. Mr. Walter Marshall asked what caused the housing changes. Mr. Michael Blair stated that the new grants awarded are single family rehab which are less than previous. That has shifted our amount per unit down. The reality is we are going to be doing more.

- e. Mr. Matthew Dolge said that as far as WAP, we still have Duke Energy money available to offset the cuts that came from the state. We have still been able to serve our people.
- f. There being no more questions, a motion was made by Mr. Alvin Foster.
- g. The motion was seconded by Mr. Buddy Boggs.
- h. Request for approval of first budget revision for FY 2016-2017, was approved.

4. Action Item: Request for approval to apply for \$52,925 in grant funds from City of Winston-Salem, Matthew Dolge, Executive Director

- a. On behalf of Robin Howell, Mr. Matthew Dolge stated that 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.
- b. Funds will be used to support staff, travel, participant services and general operating costs of the "Project Reentry" program.
- c. Applications are due for grant fund requests by November 18, 2016.
- d. There being no questions, a motion was made by Ms. Molly Leight.
- e. The motion was seconded by Ms. Marikay Abuzuaiter.
- f. Request for approval to apply for \$52,925 in grant funds from City of Winston-Salem was approved.

5. Action Item: Request for approval to enter into technical assistant contracts with the City of King and Randolph County, Jesse Day, Planning Director

- a. The Planning Department requests to enter into contract for planning services with the following agencies in the upcoming fiscal year.
- b. **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.
- c. The work is expected to begin in December. The PTRC ARC program will provide in-kind support for the project as needed.
- d. **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

- e. 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.
- f. Both contract amounts have been approved locally.
- g. There being no more questions, a motion was made by Mr. Mark Richardson.
- h. The motion was seconded by Mr. Darrell Frye.
- i. Request for approval to enter into technical assistant contracts with the City of King and Randolph County was approved.

6. Action Item: 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, Jesse Day, Planning Director

- a. 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
- b. 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:	\$12,576
In-Kind Match PTRC:	\$1,542
In-Kind Match Eden:	\$4,800
Total In-Kind Match:	\$6,342
- c. Mr. Buddy Boggs asked what role PTRC plays in in kind match. Mr. Day responded that is staff’s time spent on the projects.
- d. There being no more questions, a motion was made by Mr. Mark Richardson.
- e. The motion was seconded by Mr. Buddy Boggs.
- f. 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 was approved.

7. Action Item: Request adoption of submitted grant applications for consideration by the NC ARC representative Olivia Collier, Jesse Day, Planning Director

- a. The following ARC Emerging Opportunities pre-application has been submitted to the PTRC for approval. The available funding from the PTRC is \$100,000; \$80,000 has been allotted to Mt. Airy, Yadkin County, and Surry County at previous meetings.
- b. **Simon Atkins CDC – Waughtown Green Zone Project**
Total Project Cost: \$40,000 ARC Funds: \$20,000 Match Funds: \$20,000
- c. The proposed project will create a pathway to employment in local green jobs within a newly established “Green Zone” in the Waughtown neighborhood of Winston-Salem. The program includes a Weatherization training certificate program, on-the-job training through community retrofits, and business & entrepreneurship classes. The project will also conduct asset-mapping and provide referrals to existing housing rehabilitation and weatherization services within the Green Zone, and conduct ongoing community workshops related to energy conservation, green careers, leadership development, climate resilience, and youth & clean energy.
- d. Mr. Day added that this is only the pre application. Full application will be submitted in January.
- e. Mr. Dolge added that all of these grant applications will be held over until elections are over because they go through the governor’s office. He believes we will hear final approval in February.
- f. There being no more questions, a motion was made by Mr. Kevin Austin.
- g. The motion was seconded by Mr. Keith Volz.
- h. Request adoption of submitted grant applications for consideration by the NC ARC representative Olivia Collier was approved.

8. Informational Items: Housing

- a. Mr. Dolge reported that Surry HOME Consortium ranked number one out of 19 in the state. Our housing program also received a HIGH performance rating from SEMAP. Michael and his staff are doing great work.

9. Executive Director’s Report, Matthew Dolge, Executive Director

- a. Mr. Dolge wanted to introduce our new Workforce Development Director, Ms. Wendy Walker-Fox. She has hit the ground running and is doing a great job already. She has been meeting with leaders in our communities to discuss workforce issues facing our counties and she presented at our October PTRDC meeting. Ms. Walker-Fox stated this is a huge position but she is very excited. She encouraged anyone to reach out so they could set up a time to meet.
- b. Mr. Dolge stated that all board members will be receiving a link to an online survey tool. This survey will be used to rewrite to State Economic Development Plan and rewrite CEDS. Feel free to send to all of your elected officials. Your participation is greatly appreciated.
- c. Mr. Dolge wished everyone a happy Thanksgiving and looks forward to seeing everyone in December.

10. Around the Region, Nate Hall, Chair

- a. Mr. Hall recognized Ms. Molly Leight for her service to our board. This may be Molly's last meeting. We will truly miss her spirit and leadership.

Chairman Hall reminded the Executive Committee that the Nominating Committee would be meeting immediately after adjournment. He asked for four volunteers to sit on the committee. The volunteers included Ms. Marikay Abuzuaiter, Alvin Foster, Darrell Frye and Walter Marshall. There being no other business, a motion to adjourn was made by Mr. Keith Volz and seconded by Ms. Marikay Abuzuaiter. The meeting was adjourned at 1:01 p.m.



Nathaniel Hall, Chair



Katie Mitchell, Acting Clerk