

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, April 19, 2017

12:00 noon

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](mailto:kmitchell@ptrc.org).

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

#### **B. Presentation: Focus on Members: Burlington**

#### **C. Presentation: Dream It. Do It.**

#### **D. Presentation: Response to Federal Budget**

#### **E. Action Items**

##### **1) Request for approval of December 21, 2016 PTRC Board of Delegates Minutes (handout)**

##### **2) Request to approve our voluntary withdrawal from the SBA 504 program**

##### **3) Request for approval to approve changes to the Bob Pate Fund**

#### **F. Consent Items**

##### **1) Request for approval to enter into contract to provide current planning services for the Town of Lewisville in the amount of \$3,900 per month**

### Official

**Katie Mitchell**  
Program Assistant

**Nathaniel Hall**  
Chair

**Jim Butler**  
Councilmember  
**Hardin Watkins**  
City Manager

**Wendy Walker-Fox**  
Workforce Director

**Matthew Dolge**  
Executive Director

**Nathaniel Hall**  
Chair

**Matthew Dolge**  
Executive Director

**Matthew Dolge**  
Executive Director

**Nathaniel Hall**  
Chair

- 2) **Request for authorization to submit the State Fiscal Year 2018 Aging Funding Plan and to enter into contracts with the NCDAAS, county governments, and funded partners for the grant period July 1, 2017- June 30, 2018**
- 3) **Request for approval of the Indirect and Fringe benefit rates for 2017-2018**

**G. Executive Director's Report**

**Matthew Dolge**  
*Executive Director*

**H. Old Business**

**Nathaniel Hall**  
*Chair*

**I. New Business**

**Nathaniel Hall**  
*Chair*

**J. 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*

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

**Nathaniel Hall**  
*Chair*

**1) PTRC Executive Committee Meeting**

Wednesday, May 3, 2017 11:45 a.m.  
**Piedmont Triad Regional Council**  
**1398 Carrollton Crossing Drive**  
**Kernersville, NC 27284**

**2) PTRC Board of Delegates Meeting**

Wednesday, June 21, 2017 12:00  
**Piedmont Triad Regional Council**  
**1398 Carrollton Crossing Drive**  
**Kernersville, NC 27284**

**3) 2017 PTRC Meeting Dates *(attached)***

**L. Special Presentations**

**Nathaniel Hall**  
*Chair*

**1) Distinguished Service Award**

## **PRESENTATION**

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

TO: Board of Delegates, Piedmont Triad Regional Council  
FROM: Matthew Dolge, Executive Director  
DATE: April 19, 2017  
RE: Federal Budget Impacts  
Action Requested: Resolution of support

The President has released his budget requests for the next fiscal year. This budget is a dramatic shift from current funding priorities. The shift in funding priorities, if carried forward to the actual appropriations, will have adverse effects on several programs administered by the PTRC. The attached budget estimates demonstrate some of these impacts.

The greatest concern for PTRC is the elimination of the HOME, Weatherization, ARC, and EDA. The HOME program impacts the Surry County HOME Consortium, and also would eliminate the housing rehab program administered through the housing finance agency. The elimination of Weatherization will include the Weatherization Assistance and Heating and Air programs. ARC pays for some administration functions and funds economic development projects in our 5 ARC counties. EDA funding provides \$70,000 for support of economic development planning in the region and funds projects as well.

There aren't clear numbers on workforce development or aging programs. We also do not include indirect impacts to our members from the elimination of CDBG funding and USDA funding for infrastructure.

The staff has begun advocating for our programs by highlighting their impacts. I am requesting a resolution of support for our programs that will allow staff to access your assistance in our advocacy efforts.

# PRESENTATION

**PIEDMONT TRIAD REGIONAL COUNCIL  
BUDGET BY AREA  
Based on 16-17 Budget Numbers**

	Original Budget Total	Worst Case Scenario	FTEs
Administration	287,992	-	(1.5)
Administrative Services	165,100	165,100	
Crime Control and Public Safety	1,478,788	1,478,788	
Environmental Protection	221,531	221,531	
General Fund / Dues	70,110	70,110	
Health and Human Services (Aging)	12,742,505	12,742,505	
	<i>Budget Changes would impact providers, stressing these dollars</i>		<i>??</i>
Housing	6,218,543	4,046,263	(2.5)
Misc. Local Projects	707,249	657,249	(0.5)
Planning	287,383	287,383	
Transportation	241,631	241,631	
Workforce Development	4,952,294	4,952,294	
Weatherization	4,865,342	-	(12.0)
Indirect			(3.0)
Totals	32,238,468	24,862,854	(20)
		7,375,614	

*Reduction*

Reductions ripple through all departments, increasing fringe and indirect rates, negatively impacting remaining budgets.

## **ACTION ITEM 2**

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

TO: Board of Delegates, Piedmont Triad Regional Council  
FROM: Matthew Dolge, Executive Director  
DATE: April 19, 2017  
RE: SBA Voluntary Withdrawal Agreement

The Piedmont Triad Regional Council currently serves as a certified lending agency for the 504 loan program through the Small Business Administration (SBA). This relationship dates back over twenty years and was previously a service of the Northwest Piedmont Council of Governments. In the past it has been a good tool for economic development, providing gap financing for new and expanding businesses in the region. The current portfolio includes 16 loans with a monetary value of \$7million. Throughout the history of the program we funded 105 loans, for a loan value of \$32.5 million, creating around 1300 jobs.

The strength of this program has been the ability to partner with community banks of projects that need a capital injection to make them viable. Over the past few years, as community banks have been absorbed by larger institutions the environment for this program has changed. Larger banks have the internal infrastructure to use other SBA instruments, like the 7A program, which provide them an opportunity to generate more revenue. Therefore, our loan volume has steadily decreased.

The SBA requires certified lenders to produce four new loans during every two year period. Our loan volume first dipped during the economic downturn, and we have only had three new loans over the past eight years. Based on the market changes, I do not foresee our program generating enough loans to remain in compliance with program requirements. Rather than risk SBA attempting to decertify our program, I recommend that we begin the process of voluntary decertification. This will transfer our portfolio to SBA for continued servicing. It will also allow us to participate in future opportunities with SBA should economic changes or future programmatic changes lend themselves to our participation.

#### **ACTION REQUESTED:**

Approve our voluntary withdrawal from the SBA 504 program.

## **ACTION ITEM 3**

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

TO: Board of Delegates, Piedmont Triad Regional Council  
FROM: Matthew Dolge, Executive Director  
DATE: April 19, 2017  
RE: Bob Pate Fund Adjustment  
Action Requested: Approve Changes to the Bob Pate Fund

The Bob Pate Fund was established to provide scholarships for the support of the Yadkin River Trail Association. It has a balance of around \$9,000 and produces about \$750 a year for disbursement. No scholarships have been made from the fund for several years. In order to encourage regular disbursement the Winston-Salem Foundation has recommended changing the allowable uses.

The Yadkin River Trail Association is no longer an active 501 c-3. NWPCOG acted as it's fiduciary, and still holds about \$6,500 in an account from when it was active. I am requesting approval to change the purpose of the Bob Pate Fund to allow general support for activities on the Yadkin River, and would like to clear the account for the defunct organization and deposit them into the fund with the Winston-Salem Foundation.

### **ACTION REQUESTED:**

Request for approval to change the purpose of the Bob Pate Fund to allow general support for activities on the Yadkin River and approval to clear the account for the defunct organization and deposit them into the fund with the Winston-Salem Foundation.

## ACTION ITEM 3 CONTINUED

### RESTATED 1997 TRUST AGREEMENT

THIS AGREEMENT, made effective this \_\_\_\_\_ day of \_\_\_\_\_, 2017, and executed in duplicate between the **Piedmont Triad Regional Council** (formerly the Northwest Piedmont Council of Governments) (the "Grantor" aka "Agency") and **The Winston-Salem Foundation, Inc.** a nonprofit corporation having its principal office in Winston-Salem, North Carolina (the "Trustee"), as Trustee for THE WINSTON-SALEM FOUNDATION.

WHEREAS, the Agency and the Trustee made and executed a certain Trust Agreement to establish the **Bob Pate Memorial Fund** on July 10, 1997 (the "Trust Agreement"); and

WHEREAS, the Bob Pate Memorial Fund was established with memorial contributions from friends and family to honor the memory of Bob Pate who was a conservationist, known as "The River Man"; and

WHEREAS, the original purpose of the fund (to support the work of the Yadkin River Trail Association and provide scholarship to students majoring in Water Resource Management or related courses of study) is no longer desired by the Agency or practical; and

WHEREAS, the Agency agrees to the modifications of the Fund; and

WHEREAS, the Trustee has independently determined that modification of the Trust Agreement is in the best interest of THE WINSTON-SALEM FOUNDATION and its beneficiaries.

NOW, THEREFORE, the Agency and the Trustee hereby amend and restate the Trust Agreement to read as follows, which amendment and restatement shall be construed to be the entire agreement regardless of any provisions, whether inconsistent or not, of the original Trust Agreement:

### RESTATED 2017 TRUST AGREEMENT FOR AGENCY ENDOWMENT

#### RECITALS

The assets now owned by the Trustee under the original Trust Agreement, as well as any other assets which shall hereafter become subject to the trust, shall be held by the Trustee, in trust, and administered and distributed upon the terms and conditions as follows:

(1) The Fund hereby created shall be known as the **Bob Pate Memorial Fund**.

(2) The Fund shall be administered by The Winston-Salem Foundation, Inc. as a constituent part of the Winston-Salem Foundation, a community trust, and shall be subject in all respects to the provisions and conditions set forth in the Resolution and Declaration of Trust creating The Winston-Salem Foundation adopted on October 14, 1919, as Amended and Restated effective December 1, 1993, and as it may hereafter be amended (the "Master Trust").

## ACTION ITEM 3 CONTINUED

(3)The purpose of this Fund is to provide a permanent fund, income from which may be used by the Agency to support projects and activities that enhance and promote the Yadkin River, as determined by the officers of the Governing Board.

(4)The amount to be distributed from this Fund (the “Distributable Amount”) in support of such causes shall be the percentage of the value of this Fund equal to the percentage set forth in the Spending Policy (or other distribution policy) of The Winston-Salem Foundation as adopted from time to time by the Foundation Committee of The Winston-Salem Foundation (“the Foundation Committee”), subject to applicable laws, rules and regulations for determining distributable amounts from funds administered by The Winston-Salem Foundation as in effect from time to time. The Distributable Amount shall be deemed to be the income of this Fund, and the remainder of the assets of this Fund shall be deemed to be the principal. The principal of this Fund may not be granted, loaned or distributed except pursuant to provisions of the Master Trust.

(5)The Master Trust provides at Article IV that any directions with respect to distributions from this Fund must be reasonable and consistent with the charitable purposes of the Master Trust. Article V of the Master Trust gives the Foundation Committee the authority to redirect the use of any gift or bequest when circumstances (including without limitation applicable tax statutes) have changed so that (a) a specified purpose has become incapable of fulfillment in compliance with the terms of the gift or bequest, unnecessary, undesirable, impractical or impossible, (b) the principal of the gift or bequest (or the income there from) is more than is necessary or desirable to accomplish the stated purpose, or (c) the expressed desire or direction of a testator or donor is no longer wise, beneficial, or consistent with the charitable purposes of the Foundation in the judgment of the Foundation Committee. This power to redirect the use of the Fund is referred to as the variance power.

(6)At any time, and from time to time, during the existence of this Fund, the Trustee shall have the power to appoint a corporate fiduciary to serve as an additional trustee. Thereafter, the Trustee shall have the power to remove the additional trustee so appointed with or without cause, and the Trustee may, but shall not be required to, appoint a replacement additional trustee. Any appointment or removal shall be effected by a written document signed by the Trustee and delivered to the corporate fiduciary so appointed or removed. No corporate fiduciary appointed by the Trustee pursuant to this Section (6) shall have any duty, responsibility or authority to participate in any decision about the distribution of trust income or principal.

(7)The Trustee reserves the right to resign as Trustee hereunder during the duration of this trust by delivering written notice to the Agency and to The Winston-Salem Foundation. Thereafter, the Foundation Committee shall have the power to appoint a successor Trustee clothed with all the powers of the original Trustee.

(8)Subject to the consent of the Foundation, the Agency may request a change to a provision of this Agreement, so long as the requested change would not result in excessive control by the Agency or otherwise impose a material restriction or condition that prevents the Foundation from freely and effectively employing the assets of the Fund in furtherance of its exempt purposes. No portion of the assets of the Fund shall revert to the Agency or be used or applied for any purpose other than charitable and public purposes set forth in the Master Trust as from time to time amended.



# ACTION ITEM 3 CONTINUED

(9)IN WITNESS WHEREOF, the Agency has signed this Agreement; and the Trustee, in acceptance of the trust hereby created, has caused this Agreement to be signed by its President and attested by one of its Assistant Secretaries and its corporate seal to be affixed, all as of the date first above written.

Piedmont Triad Regional Council

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

The Winston-Salem Foundation, Inc.,  
Trustee for The Winston-Salem Foundation

By: \_\_\_\_\_

Scott F. Wierman  
President

ATTEST:

\_\_\_\_\_  
Assistant Secretary  
[CORPORATE SEAL]

## CONSENT ITEM 1

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

TO: Board of Delegates, Piedmont Triad Regional Council  
FROM: Jesse B. Day, Regional Planning Director  
DATE: April 5, 2017  
RE: Town of Lewisville

The Planning Department requests to assist the Town of Lewisville in providing current planning services on a part time basis. These services will include assistance on zoning and subdivision administration, permitting assistance, code enforcement and Zoning Board administration as necessary. This will be on a monthly basis at the rate of \$3,900 per month to cover up to 60 hours of service as necessary.

#### **ACTION REQUESTED:**

Request for approval to assist the Town of Lewisville in providing current planning services on a part time basis in the amount of \$3,900 per month.

*Please see page 9 for signed agreement*

# CONSENT ITEM 1 CONTINUED



## PIEDMONT TRIAD REGIONAL COUNCIL

1398 CARROLLTON CROSSING DRIVE  
KERNERSVILLE, NC 27284

(336) 904-0300

MATTHEW L. DOLGE • EXECUTIVE DIRECTOR

March 14, 2017

Mr. Hank Perkins, Manager  
Town of Lewisville  
PO Box 547  
Lewisville, NC 27023

Dear Mr. Perkins:

Thank you for asking the Piedmont Triad Regional Council (PTRC) to assist the Town of Lewisville in providing **Current Planning Services** on a part-time basis. These services will include assistance on zoning and subdivision administration, permitting assistance, code enforcement and Zoning Board administration as necessary.

**SCHEDULE** – PTRC will provide up to 60 hours of current planning services per month beginning as early as March 27, 2016 until no longer needed. These services will be provided with one full day in the Lewisville office each week, with the remaining hours completed from the PTRC Kernersville office. On site services will be coordinated to coincide with regularly scheduled Planning Board Meetings if possible and as necessary.

**STAFF** – Anna Leonard will be the primary person providing these services. Jesse Day and other PTRC Planning staff may assist her from time to time as necessary.

**BUDGET** – PTRC will invoice the Town on a monthly basis at the rate of \$3,900 per month to cover up to 60 hours of service as necessary and at an average rate of \$65/hr, which includes mileage to and from Lewisville. Additional hours over 60 will be billed at the agreed rate.

**INDEMNIFICATION** – PTRC agrees to indemnify and save harmless the Town of Lewisville against all claims made for damages which may arise as a result of its work pursuant to this agreement, and understands nothing within this agreement creates or establishes an employer and employee relationship between the parties. Both parties may end this contractual arrangement by providing the other party 7 days written notice.

We appreciate the opportunity to assist the Town of Lewisville with its current planning needs. If the Town concurs with this agreement as described herein and on the attached Scope of Services, please return a signed copy to me. Please call me with any questions or suggestions (336.904.0300).

Sincerely,

Jesse Day, AICP  
PTRC Regional Planning Director

  
Mr. Hank Perkins, Manager

3/25/17  
Date

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

Kane O'Neill 3-25-17

## CONSENT ITEM 2

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Blair Barton-Percival, Area Agency on Aging Director  
DATE: April 5, 2017  
RE: Request for authorization to submit the State Fiscal Year 2018 Aging Funding Plan and to enter into contracts with the North Carolina Division of Aging and Adult Services, county governments, and funded partners for the grant period July 1, 2017 – June 30, 2018.

Each year the Piedmont Triad Regional Council Area Agency on Aging (PTRC AAA) receives federal and state funds to support county programming for adults 60+ and their caregivers. Attached for your review and approval are funding allocations for the following programs:

- Home and Community Care Block Grant (HCCBG)
- Legal Services

The Home and Community Care Block Grant funds are administered by the PTRC AAA and are allocated to our 12 counties based on the North Carolina Intrastate Funding Formula (IFF). The formula, which is shown below, is weighted based on population with each county receiving a base of \$60,000. Funded Partners for HCCBG are recommended by County Planning Committees and contracts are with PTRC AAA and each county.

Weight	Variable
50%	60+ population
30%	60+ poverty
10%	60+ rural
10%	60+ minority

Other funds administered by the PTRC AAA include:

- Legal Services

The attached chart indicates Legal Service funds for State Fiscal Year (SFY) 2018. Legal Services are required and mandated by the Older Americans Act and distributed as indicated in the following chart:

## CONSENT ITEM 2 CONTINUED

### HOME AND COMMUNITY CARE BLOCK GRANT – STATE FISCAL YEAR 2018

(Nutrition Services Incentive Program (NSIP) entitlement funds provide 75 cents per meal and will be included in the PTRC budget)

County	SFY 2017 HCCBG Allocation	Change (Cut)	SFY 2018 HCCBG Allocation
Alamance	\$832,433	(\$15,922)	\$816,511
Caswell	\$260,118	(\$3,841)	\$256,277
Davidson	\$955,377	(\$16,572)	\$938,805
Davie	\$296,574	(\$4,543)	\$292,031
Forsyth	\$1,669,297	(\$31,063)	\$1,638,234
Guilford	\$2,420,974	(\$44,442)	\$2,376,532
Montgomery	\$276,238	(\$4,123)	\$272,115
Randolph	\$805,353	(\$15,012)	\$790,341
Rockingham	\$643,762	(\$11,747)	\$632,015
Stokes	\$347,880	(\$6,133)	\$341,747
Surry	\$577,110	(\$9,579)	\$567,531
Yadkin	\$307,511	(\$4,957)	\$302,554
<b>TOTAL HCCBG</b>	<b>\$9,392,627</b>	<b>(\$167,934)</b>	<b>\$9,224,693</b>

### LEGAL SERVICES – STATE FISCAL YEAR 2018

Agency	SFY 2017 Allocation	SFY 2018 Allocation	Change
Legal Aide of NC	\$60,689	\$60,689	0
Davie County (Senior Services Dept.)	\$3,386	\$3,386	0
YVEDDI, Inc.	\$8,719	\$8,719	0
<b>TOTAL LEGAL</b>	<b>\$72,794</b>	<b>\$72,794</b>	<b>0</b>

## **CONSENT ITEM 3**

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

TO: Board of Delegates, Piedmont Triad Regional Council  
FROM: Robin C. Shelton, Finance Director  
DATE: April 19, 2017  
RE: Request for Approval of the Indirect and Fringe Benefit Rates for 2017-2018

The Finance Department requests approval of the Fringe and Indirect Plans for the fiscal year of 2017-2018.

- The fringe rate for the period will be 40% a 1.5% increase from 16-17, most of the increase is directly related to the anticipated increase in health insurance costs.
- The indirect rate for the period will remain stable at 36.5%.

### **ACTION REQUESTED:**

It is recommended that the board adopt these plans for the 2017-2018 fiscal year.

# Meeting Dates 2017

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>January - none</del>	<del>January - none</del>
<del>February 1, 2017</del>	<del>February 15, 2017</del>
<del>March 1, 2017</del>	<del>March - none</del>
<del>April 5, 2017</del>	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