



# Piedmont Triad Regional Council Board of Delegates Agenda

Wednesday, December 21, 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

### **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) PTRC Audit for Fiscal Year ended June 30, 2016**

### **C. Action Items**

#### **1) Request for approval of October 19, 2016 PTRC Board of Delegates Minutes (handout)**

#### **2) Request for authorization to apply for rehabilitation funding from NC Housing Finance Agency (NCHFA) for Guilford and Davidson counties**

#### **3) Election of 2017 PTRC Officers**

#### **4) Request for approval of PTRDC Board reappointments**

#### **5) Request for approval to submit a full application to Golden LEAF and the EDA for a Piedmont Triad based investment fund**

#### **6) Request for approval to submit a full application to the Department of Environment and Natural resources Division of Water Resources**

#### **7) Request for approval of the 2017 Caucus procedure**

### **E. Executive Director's Report**

## Official

**Katie Mitchell**  
*Program Assistant*

**Nate Hall**  
*Chair*

**Richard Tamer**  
*Cannon & Company*

**Nate Hall**  
*Chair*

**Michael Blair**  
*Housing Director*

**Darrell Frye**  
*Past Chair*

**Jesse Day**  
*Planning Director*

**Jesse Day**  
*Planning Director*

**Elizabeth Jernigan**  
*Senior Regional Planner*

**Matthew Dolge**  
*Executive Director*

**Matthew Dolge**  
*Executive Director*

**F. Old Business**

**Nate Hall**  
*Chair*

**G. New Business**

**Nate Hall**  
*Chair*

**H. 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.*

**Nate Hall**  
*Chair*

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

**Nate Hall**  
*Chair*

- 1) **PTRC Executive Committee Meeting**  
Wednesday, February 1, 2017 11:45 a.m.  
**Piedmont Triad Regional Council**  
**1398 Carrollton Crossing Drive**  
**Kernersville, NC 27284**
- 2) **PTRC Board of Delegates Meeting**  
Wednesday, February 15, 2017, 12:00 p.m.  
**Piedmont Triad Regional Council**  
**1398 Carrollton Crossing Drive**  
**Kernersville, NC 27284**
- 3) **2017 PTRC Meeting Dates** *(attached)*

**J. Special Presentations**

- 1) PTRC Delegate Recognition

## **ACTION ITEM #2**

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

To: PTRC Board of Delegates  
FROM: Michael Blair, PTRC Housing Director  
DATE: December 21, 2016  
RE: Request for authorization to apply for rehabilitation funding from North Carolina Housing Finance Agency (NCHFA) for Guilford and Davidson Counties

The PTRC applied for and was awarded the 2014 NCHFA Single Family Rehabilitation Loan Pool (SFRLP14) grants for both Guilford and Davidson counties. The individual county grants were originally for \$170,000, for three houses, and by utilizing the NCHFA Pool 10 units have been either completed or are underway in Guilford County with 9 units in Davidson County. The SFRLP14 grants must be fully closed out by June 30, 2017.

The applications for the 2016 NCHFA Essential Single Family Rehabilitation Loan Pool (ESFRLP16) grants for both Guilford and Davidson counties are due December 9<sup>th</sup> 2016. The new ESFRLP16 grants are different from the SFRLP14 grants in that they are limited to \$25,000 per home, SFRLP14 was \$45,000 per home, and homeowners in the City of High Point are now eligible for participation which was not the case with the 2014 grant.

PTRC Housing Department staff is requesting that the PTRC Board approve the PTRC applying directly for ESFRLP16 funding in Guilford and Davidson Counties.

**ACTION ITEM #3**

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

TO: PTRC Board of Delegates  
FROM: Darrell Frye, Past Chair  
DATE: December 21, 2016  
RE: Election of 2017 PTRC Officers

The Nominating Committee, comprised of current officers and four additional delegates (Marikay Abuzuaiter, Darrell Frye, Alvin Foster, and Walter Marshall), met immediately following the November Executive Committee meeting to agree on the new 2017 PTRC Officers. Their recommendation to the Board can be found below.

Position	Incumbent
Chair	Nate Hall, Caswell County
Vice-Chair	Steve Yokeley, City of Mount Airy
Treasurer	Kevin Austin, Yadkin County
Secretary	Jimmy Blake, Town of Biscoe
Immediate Past Chair	Darrell Frye, Randolph County*

\*In Molly’s absence we reverted back to Darrell Frye as past chair.

For reference, verbiage from the Bylaws regarding officers can be found below.

Article II. Officers

Section 1. Officer Positions

The officers of the Piedmont Triad Regional Council shall consist of a Chair, Vice-Chair, Treasurer, and Secretary, all of whom are to be selected from among the Council members. Appointment of Immediate Past Chair to serve as an ex-officio of the nominating committee. *Section 3 Terms also defines the qualifications and eligibility of delegates to serve as officers.*

Section 2. Annual Election of Officers

The current officers, along with four additional Executive Committee members appointed by the Chair, will present a proposed slate of officers to the Executive committee for their approval. The Executive Committee will present their nominations annually at the regular December meeting, which shall be considered the annual meeting of the Council.

## **ACTION ITEM #3 CONT.**

### Section 3. Terms

The officers shall serve for one year or until their successors have been duly elected. The officers, starting with the Chair, must alternate being a Delegate of a county or municipal government. Delegates in contiguous officer positions must come from different counties. An officer may not serve more than two consecutive one-year terms in the same office. Eligibility to hold a Council office shall be a minimum of one year as a Council Delegate.

### Section 4. Duties of Officers

- A. **The Chair** shall preside at all meetings of the Council and shall conduct meetings in an orderly and impartial manner so as to permit a free and full discussion by the Delegates of such matters as may be brought to the Council. The Chair shall have the same voting rights as other Delegates. The Chair may appoint such advisory committees as he/she finds to be necessary or desirable.
- B. **The Vice-Chair** shall perform all the duties of the Chair in the absence of the Chair, or in the event of the inability of the Chair to act, and shall perform such other duties as the Council may delegate.
- C. **The Treasurer** shall review the financial transactions of the Council, including the audit, prior to the audit's presentation to Delegates, and shall perform such other duties as may be prescribed by the Council or by the Chair.
- D. **The Secretary** shall review all minutes of the Council, and shall perform such other duties as may be prescribed by the Council or the Chair.

## ACTION ITEM #4

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

TO: PTRC Board of Delegates  
FROM: Jesse Day, Regional Planning Director  
DATE: December 21, 2016  
RE: PTRDC Board Member Reappointments

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.

### County Representatives

As it states in the PTRDC bylaws *"Twelve shall be appointed by their respective boards of county commissioners. Each county board of commissioners shall assure that municipal as well as county representatives, either elected or staff, are considered for appointment to represent that county."*

The following county representatives' terms end in December of 2016: Ms. Jan Critz, Rockingham County; Ernest Lankford, Stokes County and Wayne Moore, Yadkin County. All members have agreed to remain on our PTRDC Board as county representatives until December 2019. Their respective boards have approved this reappointment.

<b>County</b>	<b>Delegate</b>	<b>Title</b>	<b>New Term Ending</b>
<b>Rockingham</b>	Jan Critz	Director of Economic Development	December 2019
<b>Stokes</b>	Ernest Lankford	Commissioner	December 2019
<b>Yadkin</b>	Wayne Moore	Councilman	December 2019

### At-Large Representatives

The following At-Large Representative's term ends in December of 2016: Mr. Ed Hooks, City of Mebane. Mr. Hooks has accepted the new term of 3 years, expiring in December 2019. We currently have an opening in Randolph County due to Mr. Phil Kemp not being up for reelection this year.

<b>Location</b>	<b>Delegate</b>	<b>Title</b>	<b>New Term Ending</b>
<b>City of Mebane</b>	Ed Hooks	Mayor Pro Tem	December 2019
<b>Randolph County</b>			December 2019

## **ACTION ITEM #4 CONT.**

### Private Sector & Non Profit

The following Private Sector and Non-Profit Sector seats end in December of 2016: Mr. Gary Blake, TriStar Builders; Mr. William Cockerham, Hospice of the Piedmont; Mr. Jim Lewis, Capital Bank; Mr. Mark Moran, SunTrust; Mr. Scott Rhine, PART; Mr. Mike Whitehead, Bank of NC. All delegates have agreed to extend their terms.

<b>Location</b>	<b>Delegate</b>	<b>New Term Ending</b>
<b>TriStar Builders</b>	Gary Blake	December 2019
<b>Hospice of Piedmont</b>	William Cockerham	December 2019
<b>Capital Bank</b>	Jim Lewis	December 2019
<b>SunTrust</b>	Mark Moran	December 2019
<b>PART</b>	Scott Rhine	December 2019
<b>Bank of NC</b>	Mike Whitehead	December 2019

### **ACTION REQUESTED:**

Request approval for the PTRDC Board Members to be reappointed for the term of 3 years to end in December 2019.

## **ACTION ITEM #5**

# **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: December 21, 2016  
RE: Golden LEAF Investment Fund and EDA Revolving Loan Fund Full Proposal

The Piedmont Triad Regional Development Corporation (PTRDC) 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. The PTRDC has been invited to submit a full proposal to Golden LEAF due on **January 20, 2016**. Jointly, an Economic Development Administration revolving loan fund application will be requested for the other \$1,000,000 in initial capitalization of the fund in January, but this is a rolling deadline. Each funding source will match the other 50% as required by the granting agencies.

The Investment Fund when fully implemented would be used to address job creation, small business and entrepreneurial support, redevelopment, housing and community infrastructure. The investment fund overview information was provided in past meetings but is attached here for reference.

### **ACTION REQUESTED:**

Approval to submit a full application to Golden LEAF and the Economic Development Administration for a Piedmont Triad based investment fund.



## **ACTION ITEM #5 CONT.**

### **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.

## **ACTION ITEM #5 CONT.**

### **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

## **ACTION ITEM #6**

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

TO: Board of Delegates, Piedmont Triad Regional Council  
FROM: Elizabeth Jernigan, Senior Regional Planner  
DATE: December 21, 2016  
RE: NC DEQ 205(j) WQ Management Planning Grant Proposal

The Department of Environment and Natural Resources Division of Water Resources has additional funding available for Fiscal Year 2017 and requested the Piedmont Triad Regional Council Planning Department submit a proposal. The Planning Department is requesting funding to implement recommendations from "Climate Adaptation in North Carolina's Piedmont Triad Region," a report compiled as part of Piedmont Together, a HUD Sustainable Communities initiative. This report addresses a number of issues to decrease the Piedmont Triad's vulnerability to climate change, including protecting the region's water supply and quality.

If funded, the project will target and identify resilience strategies to mitigate changing weather patterns which can decrease river and lake water quality in many ways, including increases in sediment, nitrogen, and other pollutant loads. Changes in precipitation and runoff, combined with changes in consumption and withdrawal also increase the likelihood of water shortages for many users and may also result in increased flooding.

The PTRC Planning Department is requesting \$20,000 in funding. 205(j) proposals do not have a match requirement.

### **ACTION REQUESTED:**

Approval to submit a full application to The Department of Environment and Natural Resources Division of Water Resources for "Planning for a Resilient Future – Protecting the Region's Water Resources" proposal.

## **ACTION ITEM #7**

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

TO: Board of Delegates, Piedmont Triad Regional Council  
FROM: Matthew Dolge, Executive Director  
DATE: December 21, 2016  
RE: Caucus Procedure 2017

The Executive Committee is composed of one delegate from each county, one delegate from any municipality with 50,000 or more in population, and one municipal delegate from each county representing municipalities under 50,000. The Executive Committee is authorized to act for the Council on all matters other than the adoption of the annual budget and the adoption of the annual program of work. The Executive Committee meets 10 times per year (every month except January and July) and may conduct all the business of the Council in the months the full board does not meet.

According to Article III Section 2, regarding the composition of the Executive Committee, it is necessary for caucuses (for municipalities under fifty-thousand in population) to be held for the purpose of selecting a delegate to represent each county. In order to be on the Executive Committee, members need to be available to meet up to sixteen times per year, which will be six board meetings and ten executive committee luncheon meetings.

Caucuses will be held for Alamance, Davidson, Davie, Forsyth, Guilford, Montgomery, Randolph, Rockingham, Stokes, Surry and Yadkin.

This year we propose to hold the caucuses electronically via email primarily. You will receive an email on January 12<sup>th</sup>. You will be asked to respond by January 19<sup>th</sup>. If you would still like to discuss it further we will set up the teleconference line for a teleconference on January 19<sup>th</sup>.

Action Requested: Approval for the 2017 municipal caucus to be held electronically via email and phone as necessary and according to the schedule provided.

# Meeting Dates 2017

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