

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

Agenda

Wednesday, October 4, 2017

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive
Kernersville, NC 27284

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

Nate Hall

Chair

B. Action Items

- 1) Request for approval of September 6, 2017 PTRC Executive Committee Minutes (*attachment*)

Nate Hall

Chair

- 2) Request for authorization to enter into contract to provide professional planning services to Davie County in the amount of \$93,500

Jesse Day

Planning Director

- 3) Request for approval to enter into the Town of Yanceyville for \$145,000 over three fiscal years including the current

Jesse Day

Planning Director

- 4) Request for approval to enter into contract with the Town of Elkin for \$1,000

Elizabeth Jernigan

Asst. Planning Director

- 5) Request for approval of first budget revision for fiscal year 2017-2018

Robin Shelton

Finance Director

C. Executive Director's Report

Matthew Dolge

Executive Director

D. Old Business

Nate Hall

Chair

E. New Business

Nate Hall

Chair

F. 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

G. Chairman's Remarks and Announcements

Nate Hall
Chair

- 1) **PTRC Executive Committee Meeting**
Wednesday, December 6, 2017 11:45 a.m.
Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284

- 2) **PTRC Board of Delegates Meeting**
Wednesday, October 18, 2017 12:00
Triad Park , Shelter #6
9652 West Market Street
Kernersville, NC 27284

- 3) **2017 & 2018 PTRC Meeting Dates** *(attached)*

H. Informational Items

- 1) **Save the Date- The 2017 Summit**

ACTION ITEM 2

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: October 4, 2017
RE: Davie County Comprehensive Plan

The Planning Department requests to enter into contract for planning services with Davie County in the current and upcoming fiscal year.

Davie County Comprehensive Plan: \$93,500

The following summary of the scope of work describes the project deliverables:

1. Review and update existing conditions for water and sewer service areas, voluntary agriculture districts, economic development corridors, cultural features, development limitations, land use, and transportation projects.
2. Facilitate public input relating to comprehensive plan recommendations and updates, including blue ribbon committee, municipal staff, focus groups and stakeholders.
3. Draft comprehensive plan report and maps and seek adoption. The final plan will include multiple chapters including: Intergovernmental coordination, including linkages to adjoining jurisdiction's land development and transportation plans; Agriculture and farmland preservation; Cultural & arts enhancement; Housing demand and supply; Utilities (water/sewer); Health & wellness (health services, environmental factors, community facilities); Transportation (I-40 corridor analysis and small area plans for key interchanges and transportation nodes as necessary); Recreation, trails & greenways; Comprehensive economic development strategy (CEDS); Land development recommendations; County growth enhancement strategy; and Implementation strategy, including action plan for incorporating key strategies into current and future budgets as well as probably grant funds to support implementation;

The project work will begin in November 2017 and continue through the end of the 2018 calendar year. Davie County is expected to select the Blue Ribbon Committee in November 2018, with a kick-off meeting being held in early December.

ACTION REQUESTED:

Request for approval to enter into contract to provide professional planning services to the Davie County for the services outlined above totaling \$93,500 during FY 17-18 and FY 18-19.

ACTION ITEM 3

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: October 4, 2017
RE: Grant Administration Services for Yanceyville CDBG Sewer Project

The Planning Department requests to enter into contract with the Town of Yanceyville to support administration, environmental assessment, procurement and compliance for a CDBG-I project to upgrade equipment and processes at the Town's Wastewater Treatment Facility. The PTRC supported the \$2,000,000 grant application submission to the Rural Infrastructure Authority in 2016. The Engineer selected through competitive bid to perform engineering services for the project is Allen William Carmen and King.

Project Scope:

PTRC Grant Administration Services:	\$110,000
Environmental Assessment:	\$35,000
Not to Exceed Current Fiscal Year:	<u>\$145,000</u>

The project has already begun and will take over two years to complete using the grant funds. Councils of Government can provide administration services for CDBG-I funds in North Carolina on behalf of local governments, without a competitive bid process. The Town of Yanceyville approved the contract amount on September 5, 2017.

ACTION REQUESTED:

Request for approval to enter into contract with the Town of Yanceyville for \$145,000 in the over three fiscal years, including the current fiscal year.

ACTION ITEM 4

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

TO: Executive Committee, Piedmont Triad Regional Council
FROM: Elizabeth Jernigan, Assistant Planning Director
DATE: October 4, 2017
RE: Preparation Services for Town of Elkin Bike/Ped Planning Grant

The Planning Department requests to enter into contract with the Town of Elkin to prepare a grant application for a bicycle and pedestrian planning grant. To encourage the development of comprehensive local bicycle plans and pedestrian plans, the NCDOT Division of Bicycle and Pedestrian Transportation (DBPT) and the Transportation Planning Branch (TPB) have created a matching grant program to fund plan development. Smaller municipalities (below 5,000 population) are eligible to apply for joint bicycle and pedestrian plans. The work will begin immediately and conclude on November 9th, 2017 or when the application is submitted to NCDOT. Primary outcomes will include the completion and submittal of the application and all supporting documentation.

Project Scope:

PTRC Grant Preparation Services: \$1,000

ACTION REQUESTED:

Request for approval to enter into contract with the Town of Elkin for \$1,000 in the current fiscal year.

ACTION ITEM 5

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

TO: PTRC Executive Committee
FROM: Robin C. Shelton, Finance Director
DATE: October 4, 2017
RE: Request for Approval of First Budget Revision for FY 2017-2018

The Finance Department requests approval of a revision to the 2017-2018 budget of the Piedmont Triad Regional Council. This revision shows a net increase, from the original budget, of \$2,346,036. 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 increase of \$2,346,036 in the 2017-2018 budget.

ACTION ITEM 5 CONTINUED

BUDGET ORDINANCE 2017 - 2018						
FIRST REVISION 10/17						
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, 2017 and ending June 30, 2018 in accordance with the Chart of Accounts heretofore established for PTRC:						
	General / Council					\$ 139,062
	TOTAL GENERAL FUND APPROPRIATION					\$ 139,062
Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:						
	Fund Balance					\$ -
	COG Dues					134,062
	Interest					5,000
	TOTAL GENERAL FUND ESTIMATED REVENUES					\$ 139,062
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, 2017 and ending June 30, 2018 in accordance with the Chart of Accounts heretofore established for PTRC:						
	Administration					\$ 364,091
	Crime Control and Public Safety					985,670
	Environmental Protection					56,471
	Health and Human Services (Aging)					12,473,972
	Housing					7,449,730
	Planning					184,400
	Transportation					277,078
	Workforce Development					5,304,519
	Weatherization					2,771,036
	TOTAL GRANT PROJECT APPROPRIATION					\$ 29,866,967

ACTION ITEM 5 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, 2017 and ending June 30, 2018:							
	Federal Grants						22,764,254
	State Grants						6,527,408
	Appropriated Fund Balance						-
	Dues						529,503
	Interest						-
	Local Projects & Fees						45,802
	TOTAL GRANT PROJECT ESTIMATED REVENUES						29,866,967
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, 2017 and							
ending June 30, 2018 in accordance with the Chart of Accounts heretofore established for PTRC:							
	Administrative Services						506,039
	Crime Control and Public Safety						504,898
	Environmental Protection						136,600
	Health and Human Services (Aging)						84,000
	Housing						-
	Misc. Local Projects						651,455
	Planning						354,365
	Workforce Development						295,405
	Weatherization						1,228,318
	TOTAL LOCAL PROJECTS APPROPRIATION						3,761,080

ACTION ITEM 5 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL					
BUDGET CHANGES BY AREA					
7/1/17 to 6/30/18					
AS OF 10/17					
			Total after 1st Budget Revision	Original Budget	Difference between Original and 1st Revision
	Fund	Fund	Total		
	001	002 & 003			
Administration	364,091		364,091	302,144	61,947
Administrative Services		506,039	506,039	438,539	67,500
Crime Control and Public Safety	985,670	504,898	1,490,568	1,498,356	(7,788)
Environmental Protection	56,471	136,600	193,071	184,861	8,210
General Fund / Dues		139,062	139,062	139,062	-
Health and Human Services (Aging)	12,473,972	84,000	12,557,972	12,584,713	(26,741)
Housing	7,449,730	-	7,449,730	6,606,698	843,032
Misc. Local Projects		651,455	651,455	636,455	15,000
Planning	184,400	354,365	538,765	329,972	208,793
Transportation	277,078		277,078	277,078	-
Workforce Development	5,304,519	295,405	5,599,924	5,005,477	594,447
Weatherization	2,771,036	1,228,318	3,999,354	3,417,718	581,636
Totals	29,866,967	3,900,142	33,767,109	31,421,073	2,346,036

ACTION ITEM 5 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL					
BUDGET BY AREA					
7/1/17 to 6/30/18					
AS OF 10/17					
	Fund		Fund		% of Total
	001		002 & 003	Total	Budget
Administration	364,091			364,091	1.1%
Administrative Services			506,039	506,039	1.5%
Crime Control and Public Safety	985,670		504,898	1,490,568	4.4%
Environmental Protection	56,471		136,600	193,071	0.6%
General Fund / Dues			139,062	139,062	0.4%
Health and Human Services (Aging)	12,473,972		84,000	12,557,972	37.2%
Housing	7,449,730			7,449,730	22.1%
Misc. Local Projects			651,455	651,455	1.9%
Planning	184,400		354,365	538,765	1.6%
Transportation	277,078			277,078	0.8%
Workforce Development	5,304,519		295,405	5,599,924	16.6%
Weatherization	2,771,036		1,228,318	3,999,354	11.8%
Totals	29,866,967		3,900,142	33,767,109	
	29,866,967		3,900,142	33,767,109	

ACTION ITEM 5 CONTINUED

PIEDMONT TRIAD REGIONAL COUNCIL	
TOTAL BUDGET (FUNDS 001, 002 & 003)	
7/1/17 to 6/30/18	
1st Revision 10/17	
EXPENDITURES	
Salaries	3,474,504
Part Time Salaries - No Benefits	89,883
Fringe Benefits (41.5%)	1,441,922
Insurance & Bonds	2,975
Professional/Legal/Accounting Services	1,338,601
Consultants (sub & youth contractors)	2,512,595
Advertising	11,450
Printing & Binding	4,270
Computer Services & Licensing	148,812
Building Rent	0
Equipment Rent	15,153
Utilities	47,000
Trash Disposal/Recycling	24,000
Telephone & Internet	33,535
Postage	570
Publications & Newspapers	1,750
Dues & Memberships	13,619
Supplies	113,986
Special Materials	217,720
Capital Equipment	33,441
Repair & Maintenance	82,738
Travel/Conferences/Training (including participant	804,912
Outreach and Promotion	100

ACTION ITEM 5 CONTINUED

SubReciepts	13,838,181
Fringe Benefits Part-Time (7.65%)	6,879
Occupancy Costs	160,036
Notes Payable & Interest exp	345,264
Indirect Cost (36.5%)	1,639,643
Participant Development	724,651
Program Support Allocation	444,402
Housing Asst Payments	3,515,716
Weatherization Services	2,678,801
TOTAL EXPENDITURES:	33,767,109
REVENUES	
Federal	22,764,254
State	6,527,408
Appropriated Fund Balance	0
Dues and Interest	757,565
Local Project Fees and Local Grants	3,717,882
TOTAL REVENUES:	33,767,109

PIEDMONT TRIAD TOMORROW

Building Communities for Tomorrow's Jobs



SAVE THE DATE FOR THE 2017 SUMMIT

November 8, 2017

Bridger Field House || Wake Forest University
Registration opens September 13. [Register Here.](#)

With keynote speaker Roger Brooks of Roger Brooks International—the leading community branding, development and marketing firm in the United States. Visit www.rogerbrooksinternational.com to learn more.



Meeting Dates 2017

1398 Carrollton Crossing Drive

Kernersville, NC 27284

12:00 noon

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
October 4, 2017	October 18, 2017
November 1, 2017-cancelled	November - none
December 6, 2017	December 20, 2017

Meeting Dates 2018

PTRC Executive Committee 1st Wednesday	PTRC Board of Delegates 3rd Wednesday
January - none	January - none
February 7, 2017	February 21, 2017
March 7, 2017	March - none
April 4, 2017	April 18, 2017
May 2, 2017	May - none
June 6, 2017	June 20, 2017
July - none	July - none
August 1, 2017	August 15, 2017
September 5, 2017	September - none
October 3, 2017	October 17, 2017
November 7, 2017	November - none
December 5, 2017	December 19, 2017