

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, June 7, 2017

12:00 noon

PTRC Headquarters

1398 Carrollton Crossing Drive

Kernersville, NC 27284

Members Present:

Councilwoman Marikay Abuzuaiter, City of Greensboro
Mayor Dwight Atkins, Town of Pilot Mountain
Commissioner Kevin Austin, Yadkin County
Mayor Jimmy Blake, Town of Biscoe
Mayor Buddy Boggs, Town of Haw River
Aldерwoman Renee Bryant, City of Randleman
Councilman Darryl Carter, City of Eden
Commissioner Sharon Conaway, Town of Walnut Cove
Commissioner Fleming El-Amin, Forsyth County
Mayor Alvin Foster, Town of Yanceyville
Chairman Darrell Frye, Randolph County
Councilman John Larson, City of Winston-Salem
Commissioner Wayne Moore, Town of Jonesville
Chairman Jackie Morris, Montgomery County
Vice Chairman Larry Phillips, Surry County
Commissioner Mark Richardson, Rockingham County
Commissioner Don Truell, Davidson County
Commissioner Brent Ward, Town of Mocksville
Mayor Larry Ward, Town of Denton
Commissioner Steve Yokeley, City of Mount Airy

Members Absent

Councilman Latimer Alexander, City of High Point
Commissioner Eddie Boswell, Alamance County
Commissioner Alan Branson, Guilford County
Councilman Jim Butler, City of Burlington
Commissioner John Ferguson, Davie County
Commissioner Nathaniel Hall, Caswell County
Commissioner Ernest Lankford, Stokes County
Councilwoman Peggy Leight, Town of Walkertown
Mayor Keith Volz, Town of Jamestown

Vice Chair Steve Yokeley welcomed the PTRC Executive Committee and called the meeting to order at 12:06 p.m. He requested a moment of silence and then led the Executive Committee in the Pledge of Allegiance.

1. Action Item: Request for approval of May 3, 2017 PTRC Executive Committee minutes, Steve Yokeley, PTRC Vice Chairman

- a. There being no questions, a motion was made by Mr. Mark Richardson.
- b. The motion was seconded by Mr. Alvin Foster.
- c. Request for approval of May 3, 2017 PTRC Executive Committee minutes was approved.

2. Action Item: Request for approval to enter into contract to provide professional planning services to the Town of Stoneville and Surry County for the services outlined above totaling \$55,750 during FY 16-17, FY 17-18 and FY 18-19, Jesse Day, Planning Director

- a. The Planning Department requests to enter into contract for planning services with the following local governments in the current and upcoming fiscal years:
- b. Downtown Stoneville Pocket Park, \$11,000- Assist with survey development, site specific design and public involvement for the proposed Downtown Stoneville Pocket Park. The contract also includes a sub-contract with Foothills Planning and Design in the amount of \$7,500 to assist with project deliverables. The project is estimated to be completed by September 2017.
- c. Surry County Land Development Plan Update, \$44,750- The land development plan update will begin in June 2017 and continue through to the summer of 2018. The following summary of the scope of work describes the project deliverables.
 - Review and update existing conditions to reflect growth since the last LUP, including text and map edits to water and sewer service areas, voluntary agriculture districts, rural growth areas and corridors, cultural features, development limitations, land use, and transportation projects.
 - Facilitate public meetings, public input relating to land use plan recommendations and updates.
 - Recommend policy changes in response to recently adopted plans, trends in activity center or rural growth corridor development, municipal growth, changes in general statutes and other issues related to land development issues.
- d. *(This item was an addition to the original memo.)* Town of Mocksville, ABC Store Feasibility Study: \$8,500
 - Demographic and Retail Study: Collect and analyze Town demographics and retail preferences and compare market for ABC sales with other jurisdictions of similar size.
 - ABC Board Analysis: Estimate the operating costs for a combined Cooleemee ABC board and a stand-alone board.
 - Site Selection Analysis: Collect and analyze land use, zoning, AADT and cross reference with available land to determine a ranked list of potential parcels.

- e. There being no questions, a motion was made by Ms. Marikay Abuzuaiter.
- f. The motion was seconded by Mr. Darryl Carter.
- g. Request for approval to enter into contract to provide professional planning services to the Town of Mocksville, Town of Stoneville and Surry County for the services outlined above totaling \$64,250 during FY 16-17, FY 17-18 and FY 18-19 was approved.

3. Action Item: Request for approval to receive EDA awarded funds for Revolving Loan Fund, Matthew Dolge, Executive Director

- a. Mr. Dolge announced that we have received the exciting news that pending the submission of necessary documentation we have been awarded \$1 million dollars for a Revolving Loan Fund from EDA.
- b. As you all will recall, the Piedmont Triad Regional Development Corporation submitted a pre proposal to the Economic Development Administration for a \$1 million capitalization of a revolving loan fund application to match the Golden LEAF application. 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.
- c. The Investment Fund would be used to address job creation, small business and entrepreneurial support, redevelopment, housing and community infrastructure.
- d. At our April 5th Executive Committee meeting we shared the letter from the EDA asking for our complete application. On June 1st we received a letter stating we were under further consideration and needed to submit further documentation. The proposed project, estimated to cost \$2,000,000 will be considered for \$1,000,000 in EDA funding under the Economic Adjustment program.
- e. Mr. Dolge added that this fund will help with gap financing for economic development projects in this area. Our three main priorities will be downtown revitalization, agricultural projects and developmental areas like brownfields. We hope to target projects in the \$200,000-\$400,000 range.
- f. One of the biggest mistakes that people make is putting too many guidelines so we have tried to be broad.
- g. This fund will be operated through PTRDC so we will be seeking approval from that board as well.
- h. Mr. Darrell Frye asked when applications will be accepted. Mr. Dolge stated that we have been in conversations with economic developers already. This is seen as a 2 year project so we will need to move quickly. After 2 years EDA will recapitalize without match.
- i. Mr. Larry Phillips asked if this will be similar to what NC Commerce is doing with job creation. Mr. Dolge answered that no, we are not using the same guidelines and are looking for private investments. This is a straight loan program and we will be responsible for showing if we met the goals of the program.
- j. Mr. Mark Richardson asked if this will require additional PTRC staff. Mr. Dolge responded that we are planning to this all in house. It may require more from our

finance department. Also, Ruben Gonzales who currently oversees our SBA program will work on this program. No additional staff will be hired.

- k. Mr. Mark Richardson asked that since this is revolving, have you stated your loan rates. Mr. Dolge stated that we will use the package that we already have in place through the 504 program to distribute loans. We have 5 bankers on our PTRDC board who will serve as our loan oversight committee along with Ruben Gonzales. Rates are important and our goal is to make it a competitive, low interest loan program that will help good projects for communities be successful. We also have flexibility in terms to help with working capital.
- l. Mr. Darrell Frye added that our PTRDC board is weighted towards the private sector. This will help make our program successful. The greatest potential lies in the more rural areas that will benefit from these smaller loans.
- m. Mr. Day added that the time table will be mid-July to September.
- n. There being no questions, a motion was made by Mr. Mark Richardson.
- o. The motion was seconded by Mr. Kevin Austin.
- p. Request for approval to accept awarded funds from the Economic Development Administration for our proposed Piedmont Triad Revolving Loan Fund following the submission of necessary documentation was approved.

4. FY 2017-2018 PTRC Budget, Robin Shelton, PTRC Finance Director

- a. **Please refer to the FY 2017-2018 Budget Packet, which can be found online at www.ptrc.org or by emailing Katie Mitchell at kmitchell@ptrc.org.*
- b. Mr. Matthew Dolge stated that he is excited to present the 2017-2018 budget for your consideration. Everything with this budget is status quo with the exception of the uncertainty with the federal budget.
- c. One major program change is within our Weatherization Assistance Program and Duke Energy. Though a formal set of funds are no longer available, we are working directly with them to design a new approach that will allow us to help many people in our region. This program continues to be a model for the state, producing a record number of units this year.
- d. The projections show a slight decrease in funding for workforce in the coming year. Workforce is expecting continued cuts to revenue as the unemployment rate continues to drop. Over the last three years our workforce programs have absorbed over one million dollars in cuts. This year's reduction is lower than we have seen in the previous two years. The state continues to hold more dollars in Raleigh rather than passing them through for use by the local workforce systems. As always, we will adjust expenditures in this program to maximize the services available to our customers, both businesses and individuals.
- e. Aging programs across the region will have increased resources to programs in our counties. Our housing program continues to expand across the region, competing for and receiving new grants to assist the elderly, disabled, and families with children by developing and rehabilitating affordable housing options. This year we will continue to move this program in the direction of a community development focus that will more broadly impact the needs of our member governments and their citizens
- f. The same combination of one time and recurring merit increases are requested. There are no cost of living increases in our system. We experienced major staffing

changes as we privatized WFD staff. We have added 9 staff members back as board staff.

- g. Our Indirect cost rate is the same as the previous year's rate. The fringe benefit rate reflects a 3% increase from last year.
- h. We will continue to monitor the federal changes. We have been reassured by our congressional delegates but if all of the provisions of the President's proposed budget are implemented it will wipe out several of the programs we administer, and cause significant stress to the organization.
- i. The budget will be presented to our full Board of Delegates on Wednesday, June 21st following an open hearing.

5. Informational Items, Matthew Dolge, Executive Director

- a. In your packet you all have the letter from the Winston Salem Foundation confirming the transfer of the funds for the Bob Pate fund. This was approved at the last board meeting.
- b. Mr. Matthew Dolge added that everyone has received the latest NC Tomorrow Comprehensive Community and Development report which rolled out on June 1st. This is the only one of its kind in the state.

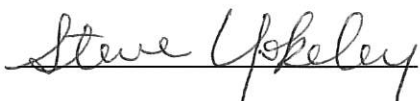
6. Executive Director's Report, Matthew Dolge, Executive Director

- a. Mr. Dolge introduced Ms. Beverly Terry who is overseeing the WAP program while Mr. McCaskill is out on medical leave. Mr. McCaskill also announced his plan to retire in December. The plan right now is to consolidate our Housing and Weatherization departments. The programs complement each other so it makes sense to consolidate. The WAP continues to be a bright spot for PTRC and the premiere program of the state.
- b. Mr. Dolge encouraged everyone to attend our Board of Delegates meeting on June 21st. A quorum is needed to approve the budget.

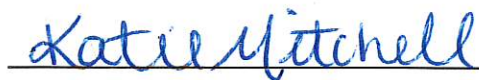
7. Around the Region, Steve Yokeley, PTRC Vice Chairman

- a. Mr. Steve Yokeley stated that he attending the state COG Forum in Raleigh last week with Mr. Matthew Dolge. They had the opportunity to visit with Representative Sarah Stevens and Senator Shirley Randleman. It was a very productive meeting.
- b. A meaningful discussion was had by many concerned about the state of education in NC. It was agreed that everyone needs to voice their opinion to their representatives. Education is our future.

There being no other business, a motion to adjourn was made by Mr. Jackie Morris and seconded by Mr. Dwight Atkins. The meeting was adjourned at 1:05 p.m.



Steve Yokeley, PTRC Vice Chairman



Katie Mitchell, Clerk to the Board