

## 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 Agenda

Wednesday, December 6, 2017

12:00 noon

PTRC Headquarters  
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 of the Audit**

#### **C. Action Items**

- 1) Request for approval of October 4, 2017 PTRC Executive Committee Minutes (*attachment*)
- 2) Request for approval for the 2018 municipal caucus to be held electronically via email
- 3) 2018 Officer Elections
- 4) Request for approval to apply for grant funds from the city of Winston Salem in the amount of \$53,609
- 5) Request for approval to submit application to the NCDOT for \$18,916 in renewal funds
- 6) Request for approval to adopt the resolution regarding application to the Water Resources Development Grant program of NC DEQ

### Official

#### **Katie Mitchell**

*Clerk to the Board*

#### **Steve Yokeley**

*Vice Chair*

#### **Richard Tamer**

#### **Valerie Kiger**

*Cannon & Company*

#### **Steve Yokeley**

*Vice Chair*

#### **Matthew Dolge**

*Executive Director*

#### **Darrell Frye**

*Past Chair*

#### **Matthew Dolge**

*Executive Director*

#### **Matthew Dolge**

*Executive Director*

#### **Jesse Day**

*Planning Director*

7) **Request for consideration of adoption of the CEDS document** *(attachment)*

**Jesse Day**  
*Planning Director*

8) **Request for approval to apply for the NCHFA ESFRLP18 grants**

**Michael Blair**  
*Housing Director*

**D Executive Director's Report**

**Matthew Dolge**  
*Executive Director*

**E. Old Business**

**Steve Yokeley**  
*Vice Chair*

**F. New Business**

**Steve Yokeley**  
*Vice Chair*

**G. 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.*

**Steve Yokeley**  
*Vice Chair*

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

**Steve Yokeley**  
*Vice Chair*

1) **PTRC Executive Committee Meeting**  
Wednesday, February 7, 2018 11:45 a.m.  
**Piedmont Triad Regional Council**  
1398 Carrollton Crossing Drive  
Kernersville, NC 27284

2) **PTRC Board of Delegates Meeting**  
Wednesday, December 20, 2017 12:00  
**Piedmont Triad Regional Council**  
1398 Carrollton Crossing Drive  
Kernersville, NC 27284

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

**I. Informational Items**

1) **Monitoring Review of Funded Program**

## **ACTION ITEM 2**

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Matthew Dolge, Executive Director  
DATE: December 06, 2017  
RE: Municipal Caucus Procedure 2018

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 the municipalities of 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 2018 municipal caucus to be held electronically via email and phone as necessary and according to the schedule provided.

## ACTION ITEM 3

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Darrell Frye, Past Chair  
DATE: December 6, 2017  
RE: Nomination of 2018 PTRC Officers

The Nominating Committee, comprised of current officers and three additional delegates (John Ferguson, Alvin Foster, and Marikay Abuzwaiter), met at the regularly scheduled Executive Committee meeting (which had been cancelled) to agree on the new 2018 PTRC Officers. Their recommendation to the Board can be found below.

Position	Incumbent
Chair	Steve Yokeley, City of Mount Airy
Vice-Chair	Kevin Austin, Yadkin County
Treasurer	Jimmy Blake, Town of Biscoe
Secretary	Don Truell, Davidson County
Immediate Past Chair	Nate Hall, Caswell County

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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.

#### 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.

## **ACTION ITEM 3 CONTINUED**

### 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 REQUESTED:**

To approve the nominating committee's recommendation regarding 2018 Officers.

## **ACTION ITEM 4**

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Robin Howell, Criminal Justice Program Director  
DATE: December 6, 2017  
RE: Approval for City of Winston-Salem CDBG and SOAR funding applications

The Criminal Justice Department requests authorization to apply for \$53,609 in grant funds from the City of Winston-Salem's Community Development Block Grant (CDBG) and Successful Outcomes After Release (SOAR) funding programs. Funds will be used to support staff salaries, travel and general services/operating costs of the "Project Reentry" program.

Applications will be reviewed by City of Winston-Salem Review Committees in January – February 2018.

### **ACTION REQUESTED:**

Approval to apply for \$53,609 in grant funds from City of Winston-Salem.

## **ACTION ITEM 5**

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Robin Howell, Criminal Justice Program Director  
DATE: December 6, 2017  
RE: Approval for Department of Transportation Traveler's Aid Application

The Criminal Justice Department requests approval to submit application to the North Carolina Department of Transportation for \$18,916 in renewal funds from the FY 18-19 Traveler's Aid grant program. Funds will be used to support transportation services for disadvantaged justice-involved CJ program participants who are transitioning back into the community post-prison, jail and/or probation/post-release supervision and without financial means and/or consistent, reliable support systems to assist them in having transportation for personal, work and other needs.

Traveler's Aid grant funds will be matched by funds secured from other Department grants.

#### **ACTION REQUESTED:**

Approval to request \$18,916 in renewal grant funds from NC Department of Transportation Traveler's Aid grant program.

## **ACTION ITEM 6**

# **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: December 6, 2017  
RE: City of Randleman City Lake Dam Removal  
Water Resources Development Grant, Division of Water Resources (NCDEQ), On Behalf of City of Randleman and Piedmont Conservation Council

The Planning Department was requested by the City of Randleman Manager and Piedmont Conservation Council to be the lead applicant on a feasibility study for the removal of a dam on Polecat Creek.

The Water Resources Development Grant will be matched with funding from the National Fish and Wildlife Federation to explore design and feasibility of the dam removal. Construction funding will be requested in future grant cycles from various sources. Public involvement, design and feasibility of the project will be explored with this grant funding. American Rivers is an additional partner on the grant request.

### **ACTION REQUESTED:**

Request for adoption of the attached resolution regarding application to the Water Resources Development Grant program of the Division of Water Resources (NCDEQ).



## **ACTION ITEM 6 CONTINUED**

# **Resolution**

## **City of Randleman City Lake Dam Removal Feasibility Project**

### **Water Resources Development Grant**

WHEREAS, the Piedmont Triad Regional Council desires to apply for Water Resources Development Grant funding for the City of Randleman City Lake Dam Removal Feasibility Study to determine the feasibility of dam removal for an outdated and structurally deficient dam on Polecat Creek. The impoundment was formerly the drinking water supply for the City of Randleman, which is no longer being used.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1)The Piedmont Triad Regional Council requests the State of North Carolina to provide financial assistance to the Piedmont Triad Regional Council for the City of Randleman City Lake Dam Removal Feasibility Study in the amount of \$76,300, which is less than 50 percent of the study costs;
- 2)The Piedmont Triad Regional Council assumes full obligation for payment of the balance of study costs;
- 3)The Piedmont Triad Regional Council will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.

Adopted by the Piedmont Triad Regional Council this 6th day of December 2017.

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Clerk to the Board  
Katie Mitchell  
Piedmont Triad Regional Council

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Vice Chairman  
Executive Committee  
Piedmont Triad Regional Council

## **ACTION ITEM 7**

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

TO: Executive Committee, Piedmont Triad Regional Council  
FROM: Jesse Day, PTRC Regional Planning Director  
DATE: December 6, 2017  
SUBJECT: Comprehensive Economic Development Strategy  
Request for Consideration of Adoption

The PTRC Planning Department requests the Executive Committee consider adoption of *Triad Tomorrow*, the Comprehensive Economic Development Strategy (CEDS) for our 12-county Piedmont Triad region. This plan has been developed by the PTRC and PTRDC, updating the previous plan and supports the approach to economic development planning across our state. PTRC adoption of this CEDS will benefit communities in our region in three important ways:

1. Upon approval of our CEDS by the Economic Development Administration (EDA), organizations and communities in our region will be eligible to compete for assistance under several EDA funding programs;
2. The CEDS highlights key priorities which communities across our region can work on together to share resources, build partnerships and achieve results in critical areas;
3. The CEDS identifies cross-cutting regional interests which communities can use to demonstrate how the funding of local projects can help to support and advance broader regional interests.

In early December a draft version of the CEDS was sent to a wide range of city, county and regional economic development stakeholders for their review and comment. It is also available for download from the home page: [www.ptrc.org/ptrdc](http://www.ptrc.org/ptrdc).

### **ACTION REQUESTED:**

Request for adoption of the updated CEDS document sent out for public review and incorporating comments received during the 30 day review period.

*(The CEDS document will be available as an attachment)*

## **ACTION ITEM 8**

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

TO: Executive Committee  
FROM: Michael Blair, Housing Director  
DATE: December 6, 2017  
RE: NCHFA upcoming application for ESFRLP18 funds

The North Carolina Housing Finance Agency has released the dates for the ESFRLP18 grant cycle. The PTRC Housing Department Staff requests Executive Committee approval to move forward with the PTRC applying for funds for Alamance, Ashe, Montgomery, Surry, Rockingham and Wilkes Counties.

The PTRC Housing Department has been successful in being awarded this grant in nine counties currently, with three of the applicant counties being ones the PTRC has been awarded previously.

The new applicant counties (Ashe, Montgomery and Wilkes) are counties with low production from previous grant recipients and the NCHFA has encouraged the PTRC to apply, as there has been little interest from other entities applying for these grants.

The grants are set up on a loan pool system, so once the initial five units are completed, the PTRC can continue to apply for funding for homes until the funding supply is depleted. As an example, in the current grant cycle for Rockingham, PTRC committed to completing three units for \$175,000 and will close out the grant cycle with fourteen units completed totaling \$787,530 in home repairs for residents of the county.

### **ACTION REQUESTED:**

The PTRC Housing Department is requesting approval from the board to move forward with applying for the NCHFA ESFRLP18 grants.

# INFORMATIONAL ITEM



September 19, 2017

## Community Development Department

City of Winston-Salem  
P.O. Box 2511  
Winston-Salem, NC 27102  
CityLink 311 (336.727.8000)  
Fax 336.727.2878  
[www.cityofws.org](http://www.cityofws.org)

Mr. Matthew Dolge, Executive Director  
Piedmont Triad Regional Council of Governments  
1398 Carrollton Crossing Drive  
Kernersville, NC 27284

Re: Monitoring Review of Funded Program

Dear Mr. Dolge: *Matthew*

On June 22, 2017, Ms. Diane Greer met with Ms. Robin Howell, Criminal Justice Department Director, and Ms. Robin Shelton, Finance Director for a review of Project Re-Entry's financial files. Ms. Wanda Nichols met with Ms. Rebecca Sauter, Project Re-Entry Director, Mr. Michael Thomas, Project Re-Entry Coordinator, and Ms. Tonja Fultz, Employment Specialist for a site review of the program at the Goodwill office location.

Project Re-Entry provides pre-release and post-release transitional services for ex-offenders returning to Forsyth County after completing active prison sentences. The program helps ex-offenders rehabilitate and become successful members of the community, while promoting community safety. An assigned case manager conducts specific assessments, selects participants, provides case management and arranges clinical services.

Ms. Nichols discussed eligibility requirements of participants of the program with Ms. Sauter, and proper participant documentation. Six (6) participant files were reviewed for compliance (T. Jones, A. Lowe, R. Kilmer, J. Marley, J. Nesmith, and R. Smith). All files reviewed had satisfactory documentation of eligibility. Documentation of services and follow-up to clients was found in each participant file reviewed. Periodic progress reports have been submitted to the City on a timely basis and indicate operation within proposed service levels.

The pre-visit review showed that Piedmont Triad Regional Council has submitted a total of two (2) requests under the FY17 Project Re-Entry grant, totaling \$29,230.02, leaving a balance of \$1,919.98. Ms. Greer reviewed financial and grant management procedures with Ms. Howell and Ms. Shelton.



Call 311 or 336-727-8000  
[citylink@cityofws.org](mailto:citylink@cityofws.org)

City Council: Mayor Allen Joines; Vivian H. Burke, Mayor Pro Tempore, Northeast Ward; Denise D. Adams, North Ward; Dan Besse, Southwest Ward; Robert C. Clark, West Ward; John C. Larson, South Ward; Jeff MacIntosh, Northwest Ward; Derwin I. Montgomery, East Ward; James Taylor, Jr., Southeast Ward; City Manager: Lee D. Garrity

# INFORMATIONAL ITEM CONTINUED

Mr. Matthew Dolge, Executive Director  
Project Re-Entry Monitoring Review  
September 19, 2017  
Page 2

We are pleased to report that no findings or concerns were found during this monitoring review period. Thank you for your time and assistance during the visit and for your ongoing assistance in the administration of the program. If you have any questions, please contact me at (336) 734-1310 or [mellinp@cityofws.org](mailto:mellinp@cityofws.org) or Wanda Nichols at (336) 734-1307 or [wandan@cityofws.org](mailto:wandan@cityofws.org).

Sincerely,



Mellin L. Parker  
Planning Senior Project Supervisor

c: D. Ritchie Brooks, Director  
Sharon Richmond, Deputy Director  
Tim West, Planning Supervisor  
Diane Greer, Program Coordinator  
Wanda Nichols, Program Coordinator

# Meeting Dates 2017

1398 Carrollton Crossing Drive  
 Kernersville, NC 27284  
 12:00 noon

<b>PTRC Executive Committee</b> <b>1<sup>st</sup> Wednesday</b>	<b>PTRC Board of Delegates</b> <b>3<sup>rd</sup> Wednesday</b>
<b>December 6, 2017</b>	<b>December 20, 2017</b>

# Meeting Dates 2018

<b>PTRC Executive Committee</b> <b>1<sup>st</sup> Wednesday</b>	<b>PTRC Board of Delegates</b> <b>3<sup>rd</sup> Wednesday</b>
<b>January - none</b>	<b>January - none</b>
<b>February 7, 2018</b>	<b>February 21, 2018</b>
<b>March 7, 2018</b>	<b>March - none</b>
<b>April 4, 2018</b>	<b>April 18, 2018</b>
<b>May 2, 2018</b>	<b>May - none</b>
<b>June 6, 2018</b>	<b>June 20, 2018</b>
<b>July - none</b>	<b>July - none</b>
<b>August 1, 2018</b>	<b>August 15, 2018</b>
<b>September 5, 2018</b>	<b>September - none</b>
<b>October 3, 2018</b>	<b>October 17, 2018</b>
<b>November 7, 2018</b>	<b>November - none</b>
<b>December 5, 2018</b>	<b>December 19, 2018</b>