

## MEMBERS

### Counties

Alamance  
Caswell  
Davidson  
Davie  
Forsyth  
Guilford  
Montgomery  
Randolph  
Rockingham  
Stokes  
Surry  
Yadkin

### Municipalities

Archdale  
Asheboro  
Bermuda Run  
Bethania  
Biscoe  
Boonville  
Burlington  
Clemmons  
Coolemeec  
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  
Staley  
Stokesdale  
Stoneville  
Summerfield  
Thomasville  
Tobaccoville  
Trinity  
Troy  
Village of Alamance  
Walkertown  
Walnut Cove  
Wentworth  
Whitsett  
Winston-Salem  
Yadkinville  
Yanceyville



# PIEDMONT TRIAD REGIONAL COUNCIL

## BOARD OF DELEGATES

## A-G-E-N-D-A

PAUL J. CIENER BOTANICAL GARDENS  
215 SOUTH MAIN STREET  
KERNERSVILLE, NC

DECEMBER 19, 2012

11:45 AM - LUNCHEON

12:00 NOON – MEETING

### WELCOME INVOCATION PLEDGE

**PUBLIC HEARING**, by Matthew Dolge, PTRC Executive Director  
(*attachment*)

**A. "FOCUS ON MEMBERS – GUILFORD COUNTY"**, by Brenda Jones  
Fox, County Manager

### B. ELECTION OF OFFICERS

*"Please note: Article II, Section 3, PTRC Bylaws reads as follows:*

#### Section 3. Terms

The officers shall serve for one year or until their successors have been duly elected. If the Chair is a Delegate of a county government, the Vice-Chair must be a Delegate of a municipal government and vice versa. The Chair and Vice-Chair 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.

### C. APPROVAL OF MINUTES

- Request for approval of October 17, 2012, PTRC Board of Delegates Minutes

### D. CONSENT ITEMS

- 1. Request for authorization to apply for drinking water protection and restoration planning grant**, by Paul Kron, PTRC Planning Director  
(*attachment*)
- 2. Request for authorization to apply for rehabilitation funding from NCHFA**, by Michael Blair, PTRC Housing Director (*attachment*)
- 3. Budget Revision**, by Robin Shelton, PTRC Finance Director  
(*attachment*)

## **E. ACTION ITEMS**

- 1. Request for approval of Resolution of Appreciation to Outgoing Delegates**, by Darrell Frye, PTRC Chair (*attachment*)
- 2. Request for approval of The Regional Forum Bylaws**, by Matthew Dolge (*attachment*)
- 3. Request for authorization to contract with the NC DENR 205(j) program to administer a technical research project reviewing best management practice efficiencies**, by Paul Kron, PTRC Planning Director (*attachment*)
- 4. Request for authorization to pursue US EPA Environmental Justice Small Grants on behalf of the Cities of Lexington and High Point**, by Paul Kron (*attachment*)
- 5. Request for authorization to pursue a Five Star Program and Urban Waters Program grant, as supported by the US Forest Service, the US Environmental Protection Agency, and the National Fish and Wildlife Foundation**, by Paul Kron (*attachment*)
- 6. Building Update**, by Matthew Dolge (*attachment*)

## **F. PRESENTATION**

- **Presentation of the PTRC 2011-2012 Audit**, by Mark Snyder, Partner and Michael Schertzinger, Manager, McGladrey, LLP

## **G. EXECUTIVE DIRECTOR'S REPORT**

## **H. OLD BUSINESS**

## **I. NEW BUSINESS**

## **J. INFORMATIONAL ITEMS**

## **K. CHAIRMAN'S REMARKS AND ANNOUNCEMENTS**

- **FEBRUARY PTRC Executive Committee meeting – Wednesday, February 6, 2013, 12 NOON**, Paul J. Ciener Botanical Gardens, 215 S. Main Street, Kernersville, NC
- **FEBRUARY PTRC Board of Delegates meeting – Wednesday, February 20, 2013, 12 NOON**, Paul J. Ciener Botanical Gardens, 215 S. Main Street, Kernersville, NC
- **2013 PTRC Meeting Dates (attached)**

## **L. ADJOURNMENT**

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

TO: PTRC Board of Delegates

FROM: Matthew L. Dolge, PTRC Executive Director

DATE: December 13, 2012

RE: Request for approval of Public Hearing concerning financing of the purchase of office space for the Piedmont Triad Regional Council

Under the provisions of the State of North Carolina Department of Treasurer, State and Local Finance Division and the Local Government Commission, when applying for an installment purchase the Board of Delegates must conduct a public hearing to inform the public of intent to apply for an installment loan and any other financial matters that the public may wish to discuss concerning the loan.

The attached Notice of Public Hearing provides the public notice.

## Notice of Public Hearing

The public will take notice that the Board of Delegates of the Piedmont Triad Regional Council will conduct a public hearing at the Paul J. Ciener Botanical Garden 215 South Main Street, Kernersville North Carolina at 12:00 PM on December 19, 2012. The purpose of the public hearing is to allow citizen input on the application to the Local Government Commission for the financing of the purchase of office space for the Piedmont Triad Regional Council. All interested citizens are invited to attend the meeting.

Matthew L. Dolge, PTRC Executive Director  
Clerk to the Board of Delegates  
Piedmont Triad Regional Council  
400 West Fourth Street, Suite 400  
Winston-Salem, NC 27101

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

TO: PTRC Board of Delegates

FROM: Matthew Dolge, Executive Director

RE: Recommendation of the Nominating Committee

DATE: December 13, 2012

ITEM #: B

Ernest Lankford, Chairman of the Nominating Committee reported the following recommendation for Officers in 2013 at the December 5<sup>th</sup> Executive Committee meeting.

<i><b>Position</b></i>	<i><b>Incumbent</b></i>	<i><b>Qualifications</b></i>	<i><b>Terms</b></i>
Chair	Darrell Frye, Randolph County	Any Council member with the following caveats:	The officers shall serve for one year or until their successors have been duly elected.  December 2012 to December 2013, plus one term as immediate past chair
Vice-Chair	Molly Leight, Winston-Salem	If the Chair is a Delegate of a county then the Vice-Chair must be a Delegate of a municipality and vice versa.	
Treasurer	Nathaniel Hall, Caswell County		
Secretary	Steve Yokeley Mount Airy	The Chair and Vice-Chair 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.	
Immediate Past Chair	Dillard Burnette	Serve as Chair in 2012	

Positions, qualifications, and terms are from the PTRC By-laws, adopted July 1, 2011, revised April 18, 2012.

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

TO: PTRC Board of Delegates

FROM: Cy Stober, PTRC Water Resources Manager

RE: Request for authorization to apply for drinking water protection and restoration planning grant

DATE: December 13, 2012

ITEM #: D1

The NC Clean Water Management Trust Fund (CWMTF) is releasing funds to support five (5) \$35,000 grants in 2013 to support efforts among various partners to assess drinking water supply watersheds for vulnerabilities to risks to public water supplies and develop strategies and plans to mitigate them. The PTRC Water Resources staff has responded to an interest by the Town of Elkin to pursue such funds to develop a drinking water source protection plan for the Big Elkin Creek watershed, which provides the Towns of Elkin, Jonesville, and Ronda with drinking water. Both Wilkes and Surry County planning staffs have verbally committed staff support to this effort, as the waters drain from these jurisdictions.

The proposed project request will be for \$35,000, last approximately eighteen (18) months, and will require no cash match from either the PTRC or any of the participating local governments. The local governments will contribute staff time to this effort in order to ensure that the planning effort meets their other community needs, especially for redevelopment. The PTRC requests approval to pursue the grant funds to support the *Elkin Drinking Water Supply Protection Plan*.

PTRC is requesting authorization to apply for drinking water protection and restoration planning grant.

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

To: PTRC Board of Delegates

FROM: Michael Blair, PTRC Housing Director

DATE: December 13, 2012

RE: Request for authorization to apply for rehabilitation funding from North Carolina Housing Finance Agency (NCHFA)

ITEM #: D2

In the past the PTRC, and before that the NWPCOG, acted as a contractor for counties to receive state (DCA or NCHFA) rehabilitation funding. This service was focused in Stokes, Surry, Yadkin and Davie counties. One benefit of the merger is the PTRC is well positioned to serve all twelve counties as the recipient agency when advantageous to both parties.

Our process involves a county approving PTRC to become the direct applicant for NCFHA funding and to serve the eligible counties. The PTRC would take on the administration and responsibility for providing much needed housing rehabilitation services to eligible households. Participating counties will receive improvement of the affordable housing supply without incurring any administrative or construction management costs.

The PTRC can provide this service because the NCHFA grants allow for 10% of costs to be administrative in nature. The individual county grants are for \$160,000 and if satisfactory progress is made within 18 months. Additional funds can be secured from a statewide rehabilitation fund.

PTRC Housing Department staff is requesting that the PTRC Executive Committee approve PTRC applications on a rotating basis in various counties for eligible for SFR funding. If approved the PTRC will apply for funding that will benefit eligible regional council residents, general contractors and sub-contractors, building suppliers and others, but only if the eligible county is in agreement.

Staff recommends pursuing the current eligible 2013 NCHFA SFR grants in Stokes, Yadkin, Davie, Caswell and Randolph counties if the counties agree to PTRC involvement.

Item #D3

**ANALYSIS OF PTRC 6/30/2013 BUDGET**

	<b>7/1/12 to 6/30/13 Original Budget</b>	<b>Increase / (Decrease)</b>	<b>7/1/12 to 6/30/13 Revised Budget  As of 10/31/12</b>
<b>FUND 001</b>			
Appalachian Regional Commission 302(a)	165,788	35,030	200,818
NC Dep.t of Adm./State Eco. Dev. Funds	21,449	7,095	28,544
Aging & Home & Community Care Block Grant	12,192,933	442,627	12,635,560
Section 8 Housing Assistance Programs	4,190,054	64,430	4,254,484
NC Dept. of Commerce/ ARC Housing, Water, Tech TA, Weatherization, CDBG	27,500	1,559,582	1,587,082
HOME & SFR	185,000	(120,638)	64,362
NC Dept. of Transportation/ Rural Transportation Planning	401,262	5,808	407,070
Corporation for National Service (RSVP)	89,433	58,618	148,051
Crime Control / Pre-Trial Projects / Re-entry Projects	209,016	821,714	1,030,730
NC Dept. of Environment and Natural Resources / Water Projects	148,439	25,053	173,492
HUD-PART Sustainability and PATH	411,128	230,580	641,708
Workforce Investment Act / Service Corp/Economic Stimulus	6,541,340	(232,427)	6,308,913
<b>FUND 002</b>			
Northwest Piedmont Development Corp	135,000	5,000	140,000
Upper Cape Fear	22,600	96,000	118,600
Misc. Criminal Justice Programs	589,784	9,613	599,397
Aging Local Projects	123,700	3,800	127,500
GIS / Water Local Projects	105,710	-	105,710
WFD Local Projects	198,350	160,144	358,494
Local Technical Assistance Projects -	58,050	82,376	140,426
Local Technical Assistance Projects - Planning	134,131	87,120	221,251
Housing Local Projects	8,000	-	8,000
Misc. Local Projects	100,240	21,500	121,740
<b>FUND 003</b>			
<b>General / Council</b>	<b>\$180,055</b>	<b>\$433,102</b>	<b>\$613,157</b>
<b>TOTALS</b>	<b>26,238,962</b>	<b>3,796,127</b>	<b>30,035,089</b>



**PIEDMONT TRIAD REGIONAL COUNCIL  
BUDGET ORDINANCE 2012-2013  
December 5, 2012**

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, 2012 and ending June 30, 2013 in accordance with the Chart of Accounts heretofore established for PTRC:

General / Council	\$ 613,157
<b>TOTAL GENERAL FUND APPROPRIATION</b>	<b>\$ 613,157</b>

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Fund Balance	\$ 440,000
COG Dues	\$ 168,157
Interest	\$ 5,000
<b>TOTAL GENERAL FUND ESTIMATED REVENUES</b>	<b>\$ 613,157</b>

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, 2012 and ending June 30, 2013 in accordance with the Chart of Accounts heretofore established for PTRC:

Appalachian Regional Commission 302(a)	\$ 200,818
NC Dept of Adm./State Eco. Dev. Funds	\$ 28,544
Aging & Home & Community Care Block Grant	\$ 12,635,560
Section 8 Housing Assistance Programs	\$ 4,254,484
NC Dept of Commerce/ ARC Hous,Water,Tech	\$ 1,587,082
TA,Weatherization,CDBG HOME & SFR	\$ 64,362
NC Dept of Transportation/ Rural Transportation Planning	\$ 407,070
Corporation for National Service (RSVP)	\$ 148,051
Crime Control / Pre-Trial Projects / Re-entry Projects	\$ 1,030,730
NC Dept of Environment and Natural Resources / Water Projects	\$ 173,492
HUD-PART Sustainability and PATH	\$ 641,708
Workforce Investment Act / Service Corp/Economic Stimulus	\$ 6,308,913
<b>TOTAL GRANT PROJECT APPROPRIATION</b>	<b>\$ 27,480,814</b>

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, 2012 and ending June 30, 2013:

Federal Grants	\$ 20,269,158
State Grants	\$ 6,681,562
Appropriated Fund Balance	\$ 59,089

Dues	\$	408,562
Interest	\$	4,000
Local Projects & Fees	\$	58,443
<b>TOTAL GRANT PROJECT ESTIMATED REVENUES</b>	\$	<b>27,480,814</b>

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, 2012 and ending June 30, 2012 in accordance with the Chart of Accounts heretofore established for PTRC:

Northwest Piedmont Development Corp	\$	140,000
Upper Cape Fear	\$	118,600
Misc. Criminal Justice Programs	\$	599,397
Aging Local Projects	\$	127,500
GIS / Water Local Projects	\$	105,710
WFD Local Projects	\$	358,494
Local Technical Assistance Projects -	\$	140,426
Local Technical Assistance Projects - Planning	\$	221,251
Housing Local Projects	\$	8,000
Misc. Local Projects	\$	121,740
<b>TOTAL LOCAL PROJECTS APPROPRIATION</b>	\$	<b>1,941,118</b>

Section 6. It is estimated that the following revenues will be available in the Special Revenue Fund -Local Projects Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

APPROPRIATED FUND BALANCE	\$	-
COG DUES and INTEREST	\$	293,143
LOCAL PROJECT FUND FEES	\$	1,647,975
<b>TOTAL LOCAL PROJECT ESTIMATED REVENUES</b>	\$	<b>1,941,118</b>
<b>TOTAL APPROPRIATIONS</b>	\$	<b>30,035,089</b>

Section 7: The Executive Director is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a grant without limitation and without a report being required.



## Resolution of Appreciation

WHEREAS the Piedmont Triad Regional Council is a voluntary association of local governments, working together to identify and address common needs and issues; and

WHEREAS the Piedmont Triad Regional Council is dependent upon the existence of a spirit of intergovernmental cooperation among its members in order to achieve its goals; and

WHEREAS each member of the Piedmont Triad Regional Council Board of Delegates' has worked diligently to promote this spirit of intergovernmental cooperation and to make prudent policy decisions concerning matters having areawide significance; and

WHEREAS three members of the Piedmont Triad Regional Council Board of Delegates' have completed their term of service;

NOW, THEREFORE, BE IT RESOLVED that the Piedmont Triad Regional Council make known its gratitude to Ken White, Davie County, Latimer Alexander, City of High Point, and James Kallam, Rockingham County, for their exemplary service to this Board of Delegates on behalf of the citizens of North Carolina Multi-County Planning Region G.

Adopted this nineteenth day of December, 2012.

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CHAIRMAN  
PIEDMONT TRIAD REGIONAL COUNCIL

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EXECUTIVE DIRECTOR  
PIEDMONT TRIAD REGIONAL COUNCIL

**Item #E2**

**The Forum  
Regional Solutions for North Carolina**

Bylaws As Adopted by NCARC  
December 6, 2012

**I. PREAMBLE**

As extensions of local government within a region, Regional Councils of Government have similar interests as local governments. It is desirable for local governments to achieve the unification of their interests. While the boundaries of multi-county planning regions have been drawn by the state, the result has not been the establishment of state agencies, but rather the establishment by municipalities and counties of regional entities that are instruments of their organizing units of local government.

In order to develop an organization that can advocate for regional solutions to issues that can be best addressed on a regional level, the North Carolina Association of Regional Council Directors hereby establishes The Forum to serve as a champion for the state's sixteen regional councils of government.

**II. STRUCTURE**

**A. MEMBERSHIP:** The Forum shall be a body of sixteen local-elected officials or appointed individuals as may be prescribed by the respective commissioners, town councils or their equivalent of which there is one delegate from each regional council of government.

**B. NOMINATIONS AND APPOINTMENTS:** The governing boards of each of the regional councils of government shall appoint a delegate and alternate delegate for membership on The Forum. They shall be appointed based on the respective appointee's knowledge and command of regional issues and ability to attend Forum meetings.

The alternate delegate from each of the Regional Councils shall serve his/her respective Council of Government whenever the delegate cannot attend, or in such instance when the delegate cannot fulfill the required duties. In such case, the alternate shall have full voting rights at meetings until the delegate is able to attend or a successor delegate is appointed.

**C. TERMS:** Terms for The Forum members shall be two years, with staggered rotation to ensure a base of continuity. Forum members may be reappointed.

**D. UNEXPIRED TERMS:** Since some delegates of The Forum are elected officials, unexpired terms are filled in the following manner:

1. The alternate delegate shall become the delegate if the sitting delegate no longer qualifies.
2. If the alternate delegate no longer qualifies, the procedure outlined in II. B. of the bylaws shall be followed.

**E. CHAIR:** The Chair of The Forum shall be one who is familiar with regional issues and is actively interested in regional programs, initiatives and affairs. He/she shall be elected by the membership of The Forum at its first meeting in 2013. The Chairmanship will alternate every two years from municipal to county for balance.

The Chair will preside at all meetings of The Forum and perform other related duties on behalf of The Forum.

**F. OTHER OFFICERS:** The Forum shall elect a Vice Chair, Secretary/Treasurer, each performing customary duties for the office or as may be otherwise subscribed. The Forum Executive Committee shall consist of the officers.

**G. REGIONAL COUNCILS:** The N.C. Association of Regional Council Directors is recognized as the affiliate organization of The Forum. The Association of Regional Council Directors shall serve as a technical advisory group to The Forum and is recognized as a full partner to The Forum. The Directors shall be invited to all meetings of The Forum, encouraged to participate in discussions and allowed to give presentations, but shall not have voting privileges.

**H. PRIMARY STAFF:** Staffing services will be provided for The Forum by the Association to the level that funding permits.

### **III. RESPONSIBILITIES**

The Forum is charged with the following responsibilities:

**A.** To champion on behalf of the N.C. Association of Regional Council Directors “the value of regional collaboration in meeting critical fiscal and public service delivery challenges and the regional councils of government as an effective means to help advance regional solutions.”

**B.** To review and analyze existing public policies on regional issues and affairs and support recommended changes on behalf of the N.C. Association of Regional Council Directors and The Forum.

**C.** To serve as supporters of - and champions for - the NC Association of Regional Council Directors and to plan and conduct such meetings or conferences on regional issues as might be from time to time necessary or desirable; and to develop and initiate such educational programs for collaboration among elected officials as might be necessary or desirable.

**D.** To serve as a champion body for funding streams that support existing and new programs for regional councils of government. This regional support may be for federal, state or private funding sources and/or public policy issues focused on regional issues.

#### **IV. RULES OF PROCEDURE**

The Forum is authorized by the Board of Directors of the N.C. Association of Regional Council Directors (NCARC) to create such rules and procedures for conducting its official business as it deems necessary, not inconsistent with these bylaws or the constitutions of the United States and the State of North Carolina. Unless otherwise defined, Robert's Rules of Order Newly Revised is recognized as the lead authority for conducting regular or special meetings of The Forum or when procedural questions arise at meetings.

The Forum shall meet at least twice annually for regular meetings at a date, time and place designated by the Chair after consultation with the Chair of the N. C. Association of Regional Council Directors. Special meetings may be called by the Chair when needed and after consultation with the Chair of the Association of Regional Council Directors, along with notification to The Forum delegates in writing or electronically at least ten days in advance of the meeting. Forum meetings may be held by teleconference or videoconference when deemed appropriate and necessary as called for by the Chair.

A quorum for the official conduct of business for The Forum at regular and special meetings shall be a majority of those present and voting.

#### **V. AMENDMENTS TO BYLAWS**

These bylaws may be amended only at a regular meeting of The Forum after being previously reviewed for comment by the N.C. Association of Regional Council Directors and by a two-thirds vote of The Forum delegates voting by written ballot presented to them at their last recorded mailing address or email address at least 30 days prior to the date of official voting.

# The Forum

## Regional Solutions for North Carolina

### Organizational History

The Forum was organized by the North Carolina Association of Regional Council Directors in 2013 to champion regional solutions for challenges facing its member governments through collaboration, partnership and consensus building.

The Forum will consist of elected officials and community leaders from the Board of Directors of each of the regional councils that serve the State of North Carolina established in 1969 by N.C. General Statute 143-341.

### Mission Statement

To champion partnerships with the State of North Carolina and regional councils of government and their local members to promote and support regional collaborative solutions to complex challenges.

### Vision

The Forum is nationally known as a “best practice” for providing informed, innovative and creative regional solutions to complex challenges facing the State of North Carolina and local units of government.

### Values

Decision making closer to the people  
Informed decisions at all levels  
Efficient  
Effective  
Responsive  
Objective  
Creative  
Collaborative  
Innovative  
Flexible  
Adaptive  
Trustworthy

### Core Areas of Focus

Process Improvement of Governmental Programs & Service Delivery  
Promote Local and Inter-Local Solutions  
Enhance Public and Private Resources

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

TO: PTRC Board of Delegates

FROM: Cy Stober, PTRC Water Resources Manager

RE: Request for authorization to contract with the NC DENR 205(j) program to administer a technical research project reviewing best management practice efficiencies

DATE: December 13, 2012

ITEM #: E3

The NC Department of Environment and Natural Resources (DENR), Division of Water Quality (DWQ), approached the Piedmont Triad Regional Council (PTRC) about entering into contract worth \$80,000 in 2012 205(j) funds to administer a technical research project that will satisfy part of the Jordan Lake Nutrient Management Strategy (aka "Jordan Lake Rules") and support local governments in investing most effectively in technologies that will allow them to comply with that legislation as well as local governments complying with the Fall Lake Rules. The Jordan Lake Rules require the development of a report that recommends nutrient reduction best management practices (BMPs) for local government use based upon their cost-effectiveness in NC Piedmont soils and watersheds. It has charged the NC Nutrient Scientific Advisory Board (NSAB) and the NC DWQ with delivering this report. They, in turn, have sought the PTRC's support to supply the report. 205(j) funds may only be awarded to lead regional organizations.

The PTRC Water Resources staff will contract with the NC DWQ for \$80,000 for the project, and be paid up to \$25,000 to administer subcontract(s) worth up to \$55,000 to research BMPs that are relevant to the NC Piedmont ecoregion and its local governments, and recommend them for use based upon known or estimated cost-benefit values. The subcontractor(s) will research all known BMPs, including several unconventional but effective practices such as onsite septic tank maintenance and sand filter repair programs. For its \$25,000 administrative award, the PTRC will be responsible for managing the subcontractor(s), ensuring the timely and satisfactory delivery of the report(s), and serving as a liaison between the subcontractor(s) and the NC DWQ and NSAB.

The PTRC will not have to contribute funds in order to execute this project. This \$80,000 contract with NC DWQ, including its \$25,000 administrative award, will expire September 2013.

PTRC is requesting authorization to contract with the NC DENR 205(j) program to administer a technical research project reviewing best management practice efficiencies



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

TO: PTCOG Board of Delegates

FROM: Cy Stober, PTRC Water Resources Manager

RE: Request for authorization to pursue US EPA Environmental Justice Small Grants on behalf of the Cities of Lexington and High Point

DATE: December 13, 2012

ITEM #: E4

The US EPA has issued a Request For Proposals for its Environmental Justice Small Grants (EJSG) program, which will support projects that address local environmental and public health issues in affected communities. The PTRC Water Resources program wishes to pursue these funds as part of the implementation of watershed planning efforts in the Cities of High Point and Lexington. These projects will use the EJSG funds to support small, backyard water quality best management practices such as rain barrels and rain gardens and/or a large demonstration project in these communities that will show the value of stormwater management to both resident streams and the quality of life for community members.

The US EPA EJSG provides up to \$30,000 in support for administration, outreach, design, and construction of proposed projects. It requires no cash match from either the PTRC or the participating cities. The PTRC Water Resources program is seeking authorization from the PTRC Board of Delegates to pursue two (2) of these US EPA EJSG projects for a total of \$60,000 in funding, and to enter into contract with the US EPA if awarded funding.

PTRC is requesting authorization to pursue US EPA Environmental Justice Small Grants on behalf of the Cities of Lexington and High Point

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

TO: PTCOG Board of Delegates

FROM: Cy Stober, PTRC Water Resources Manager

RE: Request for authorization to pursue a Five Star Program and Urban Waters Program grant, as supported by the US Forest Service, the US Environmental Protection Agency, and the National Fish and Wildlife Foundation

DATE: December 13, 2012

ITEM #: E5

The US EPA has partnered with the US Forest Service and the National Fish and Wildlife Foundation in the Five Star Program and Urban Waters Program. They recently issued a Request For Proposals for the 2013 cycle, which "*seek[s] to develop community capacity to sustain local natural resources for future generations by providing modest financial assistance to diverse local partnerships for wetland, forest, riparian and coastal habitat restoration with a particular focus on urban waters and watersheds*". The deadline for submission of project proposals is 02/07/2013. The grant program does not consider proposals from the same applicant more than once every five years, and only considers one project per applicant.

The PTRC Water Resources program wishes to pursue one grant for between \$20,000 and \$50,000 that will address these needs over a one- to two-year period, most likely in the City of Winston-Salem. The project will address non-point source stormwater pollution through education and demonstration projects that will directly improve local water quality conditions and assist member governments with federal Total Maximum Daily Load compliance, as dictated in their stormwater permits.

The PTRC Water Resources Program is requesting authorization from the Board of Delegates to pursue one (1) of these projects valued up to \$50,000 that will fulfill the grant program goals and last no more than two (2) years. Authorization to enter into contract with any of the aforementioned granting parties is also sought at this time. The proposed project does not require match from the PTRC or member governments, though it is likely that in-kind contributions of staff time and resources will be provided to enhance project competitiveness.

PTRC is requesting authorization to pursue a Five Star Program and Urban Waters Program grant, as supported by the US Forest Service, the US Environmental Protection Agency, and the National Fish and Wildlife Foundation.

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

TO: PTRC Board of Delegates  
FROM: Matthew Dolge, PTRC Executive Director  
RE: Building Update  
DATE: December 13, 2012  
ITEM #: E6

### **Background:**

The Local Government Commission requires that the PTRC complete an application for installment purchase or lease contract. The PTRC staff has been granted authority to make the application through previous Board of Delegates' actions. The Board has also approved the contract with the Arden group the lease agreement and the funding necessary for the deposit on the project.

The attached resolution also requires that the PTRC Attorney attested that the contract meets all regulations, that the acquisition meets statutory guidelines, and includes a proviso on debt management.

### **Recommendation:**

The Board is asked to review the attached resolution, and allow the executive committee to approve two items by electronic means during the month of January;

1. The resolution, under the stipulation that the attorney attests to the statutory provisions required.
2. The minutes of the public hearing held today for inclusion with the application to the Local Government Commission.

**STATE OF NORTH CAROLINA  
RESOLUTION BY THE PIEDMONT TRIAD REGIONAL COUNCIL**

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION  
FOR APPROVAL OF A FINANCING AGREEMENT  
AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-475**

**WHEREAS**, the Piedmont Triad Regional Council (PTRC) desires to enter into a contract to build a 25,000 square foot office building to house the merged Northwest Piedmont Council of Governments and the Piedmont Triad Council of Governments, through an agreement with the Arden Group at a cost of \$4,087,683; Arden will develop the property per PTRC specifications; site selected is the Carrollton site in Kernersville, NC and is located in the center of a 50-mile, 12-county region of the PTRC. The site is located .4 miles off Interstate 40 and offers the PTRC a cost effective and custom designed facility. The location has superior accessibility and is centrally located in the heart of the Triad Region; and

**WHEREAS**, The PTRC desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

**WHEREAS**, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Delegates, of the Piedmont Triad Regional Council, Winston-Salem, North Carolina, meeting in a regular session on the fifteenth day of December 2012, make the following findings of fact:

1. The proposed contract is necessary or expedient because the PTRC is the major headquarters for the merged Northwest Piedmont Council of Governments and the Piedmont Triad Council of Governments; and in order to provide a single headquarters for the PTRC it is necessary to move from two locations (Greensboro and Winston-Salem) in order to support the 12-county region is a central and easily accessible location.
2. The proposed contract is preferable to a bond issue since the PTRC cannot issue bond.
3. The cost of financing under the proposed contract is greater than the cost of issuing general obligation bonds. Not applicable as PTRC cannot issue bonds.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because the debt incurred is within the current bank marketplace interest rate; is less than the current lease rate for two offices located in Winston-Salem and Greensboro; and is markedly less than lease cost of the same structure.
5. The PTRC, of Winston-Salem, NC debt management procedures and policies are good because the organization has no debt. When debt is incurred the PTRC will comply with current law and debt management will be included in the normal budget process.
6. There will be no increase in taxes as PTRC is not a taxing authority.
7. The Piedmont Triad Regional Council, Winston-Salem, North Carolina, is not in default in any of its debt service obligations, as the organization has no debt.

8. The attorney for the Piedmont Triad Regional Council, Winston-Salem, North Carolina, has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Chairman is hereby authorized to act on behalf of the Piedmont Triad Regional Council, Winston-Salem, North Carolina, in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this the 19th day of December, 2012.

The motion to adopt this resolution was made by \_\_\_\_\_

\_\_\_\_\_, seconded by \_\_\_\_\_

\_\_\_\_\_ and passed by a unanimous vote.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Matthew Dolge, PTRC Executive Director

This is to certify that this is a true and accurate copy of Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement Authorized by North Carolina general Statute 160A-475 Adopted by the Piedmont Triad Regional Council Board of Delegates on the 19<sup>th</sup> day of 2012

\_\_\_\_\_  
Matthew Dolge, PTRC Executive Director

\_\_\_\_\_  
Date

**Item #K****PTRC Board of Delegates and  
PTRC Executive Committee Meeting Dates  
2013****Paul J. Ciener Botanical Gardens  
215 South Main Street  
Kernersville, NC  
12:00 Noon**

<b>PTRC Executive Committee 1<sup>st</sup> Wednesday</b>	<b>PTRC Board of Delegates 3<sup>rd</sup> Wednesday</b>
January – None	January – None
February – Wednesday, February 6, 2013	February, Wednesday, February 20, 2013
March – Wednesday, March 6, 2013	March – None
April – Wednesday, April 3, 2013	April - Wednesday, April 17, 2013
May – Wednesday, May 1, 2013	May – None
June – Wednesday, June 5, 2013	June - Wednesday, June 19, 2013
July – None	July – None
August – Wednesday, August 7, 2013	August - Wednesday, August 21, 2013
September - Wednesday, September 4, 2013	September – None
October - Wednesday, October 2, 2013	October - Wednesday, October 16, 2013
November - Wednesday, November 6, 2013	November – None
December - Wednesday, December 4, 2013	December - Wednesday, December 18, 2013