

MINUTES
PTRC EXECUTIVE COMMITTEE MEETING
December 5, 2012

Present: Vice Chairman Darrell Frye, Randolph County, PTRC Chair
Council Person Molly Leight, City of Winston-Salem, PTRC Vice Chair
Commissioner Linda Massey, Alamance County
Councilman Jimmy Blake, Town of Biscoe
Commissioner Don Truell, Davidson County
Commissioner Ken White, Davie County
Councilman Walter Marshall, Forsyth County
Commissioner Carolyn Coleman, Guilford County
Mayor Pro Tem Latimer Alexander, City of High Point
Commissioner Wayne Moore, Town of Jonesville
Councilman Dillard Burnette, City of King
Mayor Dan Pugh, Town of Lewisville
Mayor Pro Tem Patty Philipps, City of Mebane
Mayor Pro Tem Steve Yokeley, City of Mount Airy
Commissioner Earnest Lankford, Stokes County
Commissioner Paul Johnson, Surry County
Commissioner Kevin Austin, Yadkin County
Councilman Alvin Foster, Town of Yanceyville
Commissioner Will Marklin, Town of Mocksville
Chair Jackie Morris, Montgomery County

Absent: Mayor Ronnie Wall, City of Burlington
Chair James Kallam, Rockingham County
Mayor Pro Tem Yvonne Johnson, City of Greensboro
Mayor Bert Lance Stone, City of Archdale
Mayor Scotty Morris, Town of Denton
Councilman Darryl Carter, City of Eden
Chair Nate Hall, Caswell County, PTRC Treasurer
Mayor Keith Volz, Town of Jamestown

Chair Frye welcomed the PTRC Executive Committee and requested a moment of silence and he led the Executive Committee in the Pledge of Allegiance.

1. Approval of November 7, 2012, 2012, PTRC Executive Committee Minutes

Chair Frye asked if there were any revisions to be made in the November 7, 2012, PTRC Executive Committee minutes.

There being none, motion was made by Mr. Truell, seconded Mr. Yokeley, and carried unanimously to approve the November 7, 2012, PTRC Executive Committee minutes.

2. Request for approval of Resolution to Outgoing Delegates, by Darrell Frye, PTRC Chair

Chair Frye requested approval of the following Resolution of Appreciation.

Motion was made by Mr. Pugh, seconded by Mr. Austin, and carried unanimously to recommend that the PTRC Board of Delegates approve the following resolution.



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.

CHAIRMAN
PIEDMONT TRIAD REGIONAL COUNCIL

EXECUTIVE DIRECTOR

3. Report from Nominating Committee, by Ernest Lankford

Ernest Lankford, Chairman of the Nominating Committee reported the following recommendation for Officers in 2013.

<i>Position</i>	<i>Incumbent</i>	<i>Qualifications</i>	<i>Terms</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.
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		December 2012 to December 2013, plus one term as immediate past chair
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.

Motion was made by Mr. Pugh, seconded by Ms. Stone, and carried unanimously to recommend that the PTRC Board of Delegates approve these officers.

4. Building Update, by Matthew Dolge, PTRC Executive Director

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 application requires that the PTRC adopt a resolution authorizing the filing and contract with the Arden Group.

The resolution is intended to show that the Board has approved the Lease Agreement, PTRC Attorney has attested that the contract meets all regulations 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.

Motion was made by Mr. Voltz, seconded by Mr. Burnette, and carried to recommend that the PTRC Board of Delegates adopt the following resolution and direct the Chairman to execute the resolution.

Motion was made by Mr. Foster, seconded by Mr. Marshall, to table the electronic acceptance for electronic bids until the December 19, 2012 PTRC Board of Delegates meeting.

**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 19th day of 2012

Matthew Dolge, PTRC Executive Director

Date

5. Request for authorization to apply for drinking water protection and restoration planning grant, by Paul Kron, PTRC Planning Director

Mr. Kron stated that 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 staff requests approval to pursue the grant funds to support the *Elkin Drinking Water Supply Protection Plan*.

Motion was made by Mr. Moore, seconded by Mr. Austin, and carried unanimously to recommend that the PTRC Board of Delegates approve the PTRC staff to pursue the grant funds to support the Elkin Drinking Water Supply Protection Plan.

6. 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

Mr. Kron stated that 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 \$60,000 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 have sought the PTRC's support in supply it. 205(j) funds may only be awarded to lead regional organizations.

The PTRC Water Resources staff will contract with the NC DWQ for \$60,000 for the project, and be paid up to \$15,000 to administer subcontract(s) worth up to \$45,000 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 \$15,000 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 \$60,000 contract with NC DWQ, including its \$15,000 administrative award, will expire September 2013.

Motion was made by Mr. Marshall, seconded by Ms. Philipps, and carried unanimously to recommend that the PTRC Board of Delegates authorize the PTRC staff to contract with the

NC DENR 205 (j) program to administer a technical research project reviewing best management practice efficiencies.

7. Request for authorization to apply for rehabilitation funding from North Carolina Housing Finance Agency (NCHFA), by Michael Blair, PTRC Housing Director

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.

Motion was made by Mr. Austin, seconded by Mr. Burnette, and carried unanimously to recommend that the PTRC Board of Delegates authorize the PTRC staff to apply for rehabilitation funding from the North Carolina Housing Finance Agency (NCHFA).

8. Budget Revision, by Robin Shelton, PTRC Finance Director

ANALYSIS OF PTRC 6/30/2013 BUDGET			
	7/1/12 to 6/30/13	Increase / (Decrease)	7/1 6/30/13
	Original Budget		Rev Bud
			As o 10/
FUND 001			
Appalachian Regional Commission 302(a)	165,788	35,030	200
NC Dep.t of Adm./State Eco. Dev. Funds	21,449	7,095	28,5
Aging & Home & Community Care Block Grant	12,192,933	442,627	12,6
Section 8 Housing Assistance Programs	4,190,054	64,430	4,25
NC Dept. of Commerce/ ARC Housing, Water, Tech TA, Weatherization, CDBG	27,500	1,559,582	1,58
HOME & SFR	185,000	(120,638)	64,3
NC Dept. of Transportation/ Rural Transportation Planning	401,262	5,808	407
Corporation for National Service (RSVP)	89,433	58,618	148
Crime Control / Pre-Trial Projects / Re-entry Projects	209,016	821,714	1,03
NC Dept. of Environment and Natural Resources / Water Projects	148,439	25,053	173
HUD-PART Sustainability and PATH	411,128	230,580	641
Workforce Investment Act / Service Corp/Economic Stimulus	6,541,340	(232,427)	6,30
FUND 002			
Northwest Piedmont Development Corp	135,000	5,000	140
Upper Cape Fear	22,600	96,000	118
Misc. Criminal Justice Programs	589,784	9,613	599
Aging Local Projects	123,700	3,800	127
GIS / Water Local Projects	105,710	-	105
WFD Local Projects	198,350	160,144	358
Local Technical Assistance Projects -	58,050	82,376	140
Local Technical Assistance Projects - Planning	134,131	87,120	221
Housing Local Projects	8,000	-	8,00
Misc. Local Projects	100,240	21,500	121
FUND 003			
General / Council	\$180,055	\$433,102	\$61
TOTALS	26,238,962	3,796,127	30,0

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
TOTAL GENERAL FUND APPROPRIATION	613,157

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
TOTAL GENERAL FUND ESTIMATED REVENUES	613,157

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
TOTAL GRANT PROJECT APPROPRIATION	\$ 27,480,814

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
TOTAL GRANT PROJECT ESTIMATED REVENUES	\$ 27,480,814

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
TOTAL LOCAL PROJECTS APPROPRIATION	\$ 1,941,118

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
TOTAL LOCAL PROJECT ESTIMATED REVENUES	\$ 1,941,118
TOTAL APPROPRIATIONS	\$ 30,035,089

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.

9. Old Business

There was no old business.

10. New Business

There was no new business.

11. Chairman's remarks and announcements

- October PTRC Board of Delegates meeting –
Wednesday, October 17, 2012, 12:00 Noon
Paul J. Ciener Botanical Gardens, 215 South Main Street
Kernersville, NC
- November PTRC Executive Committee meeting –
Wednesday, November 7, 2012, 12:00 Noon
Paul J. Ciener Botanical Gardens, 215 South Main Street
Kernersville, NC

12. Informational Item

- Free Weatherization Services are available to qualifying residents of Rockingham County. For more information, please contact Beverly Terry, PTRC Weatherization Specialist at (336) 776-6789.

13. Adjournment

There being no other business, the meeting adjourned at 12:55 p.m.

Chair

Executive Director